



Six Castlegate Guest House Privacy Policy Statement

1.0 Statement of Intent

This is the Six Castlegate Guest House policy relating to the personal information that you may be asked to provide when using our Website and when registering. This includes personal data, e-mail address and other pieces of specific personal data to you. We wish to express in this Privacy Policy, our respect for your privacy and have set out below our specific guidelines below to inform you of how we retain your information and for what purpose.

2.0 What Information do we collect?

The information we collect from you when registering, or as part of an online service is exclusively for the use of Six Castlegate Guest House. This may include your email address, your first and last names, phone numbers and address. Under the Data Protection Act you have the right to request a copy of all personal information we hold for you. All such requests should be sent to us at 6 Castlegate, Cockermouth CA13 9EU. An appropriate fee may be payable on the disclosure of this information. Should any of the data be incorrect or incomplete, a written statement should be sent to the same address where Six Castlegate Guest House will endeavour to amend the data promptly.

3.0 Disclosure of Information

In addition to these safeguards, your personal data is protected in the UK by the Data Protection Act 1998. This provides amongst other things that the data we hold about you should be processed lawfully and fairly. It should be accurate, relevant and not excessive. The information should be kept up to date, where necessary, and not retained for longer than is necessary. It should be kept securely to prevent unauthorised access by other people.

4.0 Security

Six Castlegate Guest House is bound by the Data Protection Act 1998 and will comply with its requirements. Any details you give will remain completely confidential.