

## PRIVACY POLICY

Please find below our Privacy Policy for the Website. The Company treats the handling of personal data seriously. The Privacy Policy below details how the Company will treat your personal data after it has been collected by the Company through your use of the Website, or via other means as detailed below. The Company assures that it will only use your data as specified here and for its legitimate business reasons.

### Collection and use of data

1. Unless otherwise provided in the Privacy Policy or the Terms of Use, the Company will not sell, rent or trade your personal information to third parties for marketing purposes without your express consent.
2. The Company can obtain personal data from you from a number of different sources:
  - i. When you search for or request details on services from the Website.
  - ii. When you provide us with your details, either in writing or by telephone or email.
  - iii. Via your individual IP location. This is a necessary function of the Website that enables the Company to return details that are relevant to your geographical location.
3. In order to communicate with you about our services and any potential booking you may make, the Company will need to collect information about you to process and pass to relevant third parties in order to arrange your booking or make any necessary enquiries. This information may include, but is not exclusively, details such as your name, your address, including your email address, postcode and your phone number, and the same details of those in your party.
4. The Company may disclose your data to certain permitted third parties, such as members of the Company group, the Company's own professional advisers who are bound by confidentiality codes, and when the Company is legally obliged to disclose your data.
5. You have the right to ask the Company not to process your personal data for marketing purposes. You also have the right to access information held about you by the Company. Your right to access can be exercised in accordance with the Data Protection Act 1998, as amended from time to time, and any access request may be subject to a fee of £10 to meet the Company's costs in providing you with details on the personal data we hold about you.
6. The Company operates in accordance with the Data Protection Act 1998, and any amendments thereto.

## **Consent**

By disclosing your personal information to the Company in writing or via the Website, over the telephone or via email you consent to the collection, storage and processing of your personal information by the Company in the manner set out in this Privacy Policy and the Terms of Use. Some information and emails sent to the Company may be used as testimonials but no email address or contact details will be displayed.

## **Change/Modify Details**

If you change your contact details, please send an email with your new details to [admin@stlon.com](mailto:admin@stlon.com)

## **Contact**

If you have any questions or concerns about the information the Company holds about you, you may email the Company at [admin@stlon.com](mailto:admin@stlon.com)

3/12/07

