

Privacy & Cookies Policy

At Belfast Exposed, we are committed to ensuring that your information is kept safe, whether you are visiting our website, subscribing to our newsletter, or booking a course or event. This privacy policy explains how we use and protect any information that you provide when using our website.

Website Visitors

We use Google Analytics to collect standard internet log information and details of visitor behaviour patterns. This information is used to analyse data such as the number of visitors to various parts of our website. Visitors are never identified and are kept completely anonymous. You can find out more information about how cookies are used on our website in the 'Cookies Policy' below.

On any occasion where we want to collect personally identifiable information, we will be apparent about this. We will make it very clear when we are collecting this information, and will explain to you exactly what we intend to do with it.

Newsletter Subscribers

When you subscribe to our mailing list, we require your email address, we provide the option to include your first and last name, and we ask you to select the content you want to know about. We use this information for a few reasons: to keep you updated on your chosen content; to contact you if we need to obtain or provide additional information; and to check our information is correct and up-to-date.

We do not trade or sell subscriber lists with other organisations and businesses.

We use MailChimp, a third-party marketing platform, to deliver our newsletters. We gather basic statistics such as email open rates and click rates using the platforms builtin analytics to monitor and improve the efficiency of our newsletters. For more information, please read MailChimp's privacy notice.

You can unsubscribe from our mailing list at any time by clicking the unsubscribe link which is located at the bottom of all our newsletters, or by emailing us at info@belfastexposed.org.



Course / Event Customers

When a customer purchases a place on a training course, or any of our other events, your name and email address are required and will be stored in our database, whereas you'll have the option whether to share your address and contact number. We use your email address to contact you regarding the course or event your purchased, and any similar events in the future. Please be assured that we do not share you personal details with any other organisation.

Third Parties

There are certain circumstances under which we may be required to disclose your personal information to third parties, such as when we are under a duty to disclose your personal information in order to comply with any legal obligation (for example to government bodies, such as the Arts Council NI, and law enforcement agencies).

Cookies

We use cookies to enhance each user's experience when they visit our website. A cookie is a text file containing small pieces of information which are downloaded to your personal computer, mobile or other device when you visit a website. Cookies are then sent back to the originating website on each subsequent visit. Cookies do a lot of different jobs, such as recording the duration of your visit session, remembering your preferences, and generally improving the user experience.

Google Analytics uses cookies to distinguish users and to throttle request rate. PayPal uses cookies to recognise customers and to shorten the time the user needs to log in to their PayPal account by checking their email on PayPal database.

Links to Other Websites

Occasionally, <u>www.belfastexposed.org</u> may contain links to other websites of interest. This Privacy Policy does not govern those websites, therefore we cannot be responsible for the protection and privacy of any information you provide whilst visiting those external websites.

Access Your Personal Information

You are entitled to access, update or remove the personal information that we hold in our database. If you would like to do so, please contact us at info@belfastexposed.org.