

Sarah Gay is the data-controller of your personal information as it relates to my shop Godrevy Textiles on The British Craft House.

When you place an order from me, I will receive your name, delivery address, telephone number and email address from The British Craft House in order to process your order. I will only use these details to process and deliver your order or to deal with any queries you have related to that order

The only circumstances in which I will share your data are in processing your The British Craft House order or complying with the law. I will never use or pass on your information to third parties for marketing purposes or any other purpose, other than the circumstances listed below, or add you to any mailing list without your explicit consent. The circumstances in which I may share your data are:

- With The British Craft House to comply with my obligations.
- With mail delivery companies or couriers in order to fulfil your order.
- To comply with any legal or tax obligations that I have.

I will only retain your details for as long as necessary and in order to process the transaction and I will securely store any data collected during that period. I retain personal data related to orders or customer queries for six years. After this time, I will delete your data from my records.

You have the right to know what personal data I hold about you, and to ask for that data to be changed or deleted. You also have the right to complain to the ICO if you believe there is a problem with the way I handle your data.