

The YORKSHIRE

AUDIO GUEST BOOK

Privacy & Recording Policy

The Yorkshire Audio Guest Book values your privacy and is committed to safeguarding your personal data and audio recordings.

This Privacy and Recording Policy outlines how we collect, use, and protect your information.

Please read this policy carefully to understand how we handle your data and your rights regarding it. This notice may change from time to time so please check it regularly.

Interpretations & Definitions

Company: Termed as "the Company," "We," "Us," or "Our" in this agreement, it relates to The Yorkshire Audio Guest Book LTD company number **15037608**

Country: Refers to the United Kingdom.

Service: Relates to the hiring of The Yorkshire Audio Guest Book equipment, as detailed in our Equipment Hire Agreement.

Service Provider: means any person or company who handles data for the Company. They are typically third-party organisations or individuals that the Company hires to assist with providing the Service, offer services on the Company's behalf, or help in assessing how the Service is used.

Device: Includes any device that can access our online services and communication channels, including, but not limited to, computers, mobile phones, digital tablets, and any hired Yorkshire Audio Guest Book phones.

Usage Data: refers to automatically collected information while using the Service, including your device's IP address, browser type and version, visited pages, visit times, duration on pages, unique device identifiers, and other diagnostic data. If you access the Service via a mobile device, we may also collect device-specific details like type, unique ID, IP address, operating system, mobile browser type, unique device identifiers, and additional diagnostic data. We also gather browser-sent information when you use our Service on a computer or mobile device.

Parties: This encompasses all invoiced customers and end-users of The Yorkshire Audio Guest Book, excluding the identified customer, which includes event attendees. Personal Data refers to any information pertaining to an identified or identifiable individual, including audio recordings captured through a The Yorkshire Audio Guest Book phone.

Use of Your Personal Data and Recordings

The Company may employ Personal Data and Recordings, in particular audio files recorded via a hired Yorkshire Audio Guest Book phone, for the following purposes:

- Operating our Service, including editing and producing audio files for an Audio Guest Book.
- Transferring files via digital platforms like WeTransfer, Google Drive, Dropbox or AirPlay.
- Fulfilling contracts, ensuring their development and compliance.
- Contacting you via email, phone, SMS, or app notifications, including security updates.
- Managing your requests to us.

The YORKSHIRE

AUDIO GUEST BOOK

- Sharing news, special offers, and information about products, services, and events similar to your interests, unless you opt out.
- Additional purposes, like data analysis, campaign effectiveness, and improving our Service, products, and your experience.
- Promoting our brand and Our Service on social media platforms such as Facebook, Instagram, TikTok
- Facilitating business transfers, such as mergers or asset sales.

We may share your personal information in the following ways:

- With Affiliates: We may share your information with any of our related companies or business under our common control as well as joint venture partners. They will always adhere to this Privacy Policy.
- With Business Partners: We may also share your information with business partners to provide you with particular products, services, or promotions.
- With Service Providers: We may share your personal information with service providers to reach out to you or to assess our Service's usage
- For Business Transfers: Your personal details might be passed on or relocated during mergers, company asset sales, financial transactions, or business acquisitions.
- With Other Users: Be aware that when you share personal details or interact with other users in public areas, it can be seen by everyone and shared publicly.
- With Your Consent: We may share your personal information for other purposes outline above, but only with your prior consent.

Retention of Your Personal Data

The Company keeps your Personal Data only for as long as needed to meet the purposes in this Privacy Policy. We use and retain your Personal Data to fulfil legal obligations (e.g., if we are obligated to retain your data to comply with applicable laws), resolve disputes, and enforce our legal agreements and policies. Usage Data is also kept for internal analysis but usually for a shorter time, except when it's necessary to enhance security or Service functionality, or when legal requirements specify longer retention.

Transfer of Your Personal Data

Your data, including Personal Data, is handled at the Company's offices and other locations where data processing occurs. This may involve transferring and storing your data on computers located outside your region, country, or jurisdiction, where data protection laws may differ.

By accepting this Privacy Policy and submitting your data, you consent to this transfer. The Company will make sure that your data is handled securely and in line with this Privacy Policy, and no transfer of your Personal Data will occur unless there are proper controls in place, including data security and personal information protection. If the Company is involved in a merger, acquisition, or asset sale, your Personal Data may be transferred. We will provide notice before your Personal Data is transferred and becomes subject to a different Privacy Policy.

Law Enforcement & Legal Requirements

In certain circumstances, the Company may be required to share your Personal Data as mandated by law or in a response to legitimate requests from public authorities, such as a court. Further to this, The Company may share your Personal Data in good faith under the following circumstances:

- To comply with a legal obligation

The YORKSHIRE

AUDIO GUEST BOOK

- To safeguard and uphold the rights or property of the Company
- To prevent or investigate potential misconduct related to the Service
- To ensure the personal safety of Service users or the public
- To safeguard against legal liability

Security of Your Personal Data

Securing your personal data is of utmost importance to The Yorkshire Audio Guest Book. It is critical to note that, despite our commitment to using industry-recognised security measures to secure your Personal Data, no means of transferring or storing data over the internet or electronically can provide an absolute assurance of 100% security.

Children's Privacy

We understand that, in the course of providing our Service, there may be situations in which we obtain audio recordings from people who are not yet 18 years old. Before allowing any minor to use our service, you need to obtain permission from the relevant parent or guardian. Should we discover that audio recordings belonging to minors have been obtained without consent from parents or guardians, and the parent or guardian requests that the recordings be deleted, we will take the necessary steps to remove their information from all of our servers as soon as practicable.

Links to Other Websites

Within our Service, there may be hyperlinks leading to websites that fall outside our management or control. Clicking on one of these links will redirect you to a third-party website. We highly recommend that you carefully review the Privacy Policies of any website you choose to visit. It's important to understand that we lack influence over the content, privacy policies, or operations of third-party websites or services, and, therefore, we do not assume any responsibility for them.

Changes to this Privacy & Recording Policy

Our Privacy Policy may change over time. You'll be notified of any updates on this page and through email or notices on our Service before the changes take effect. The "Last updated" date will also be changed. It's recommended to check this Policy regularly for any updates, as they become effective when posted here.

Contact Us

Please contact us by email at enquiries@theyorkshireaudioguestbook.co.uk if you have any questions or queries surrounding our privacy & recording policy.