

DATA PROTECTION & PRIVACY POLICY

This statement explains the Data Protection and Privacy Policy for Body Psychotherapy Publications and applies to any data that we might collect from you when you use the BPP website.

Data Collection:

- We collect some data directly from you when you order books from us: (i.e. name; e-mail address; postal address; phone number; etc.). You register this information online when you place an order for any of our products; or when you ask for further information to be sent to you; or if and when you complete a customer survey; or when you provide us with feedback.
- Our website may collect some information via your browser's 'cookies', especially if you allow it. These 'cookies' are only used functionally to recognise you on our website and possibly to remember your previously selected preferences.

Use of Data:

- We use this data to process your order and manage your account with us.
- We do not share this data with anyone else, unless we suspect fraudulent activity when we will contact an appropriate agency / authority.
- We currently store your data on data-management files within our website. Since all payments from you to BPP are via PayPal, we do not store any of your financial data.

Marketing:

- We may send you information about our products and services that we think you might like, especially if they have changed substantively. You have the right to opt out of any marketing at any time.

Data Protection Rights:

- You have the right to access copies of any personal data. We may charge a small fee for this service.
- You have the right to request that: we rectify any incorrect data; or that we complete any incomplete data; or that we erase your personal data, given certain conditions; or that we restrict the processing of any data.
- If you would like to exercise any of these rights, please contact us. If you make such a request, we have one month to respond.
- Our privacy policy extends only to our website, so if you click onto a link to another website, you should read their privacy policy.
- If you have any complaint that you feel has not been addressed satisfactorily, you may contact the Information Commissioner's Office ([here](#)).

Thank You!

Yours

Courtenay Young

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