

**Porterford ltd** have designed this website to give you a fantastic experience whilst respecting and protecting your privacy.

This policy describes in plain English exactly what data we collect from you when you visit our website, how we process it and how you can get in touch with our Data Protection Officer with any questions. This policy is effective from Feb 2020.

By using or registering with this website you consent to this policy.

## 1 PRINCIPLES OF OUR POLICY

- **Private:** We will never sell, rent or trade information about you to other companies.
- **Secure:** In accordance with the General Data Protection Regulation (GDPR) we follow strict security procedures in the storage and disclosure of information that you have given us to prevent unauthorised access.
- **Necessary:** We won't collect information unless it is used to deliver a better service or to give you useful, relevant information.

## 2 DATA WE COLLECT FROM YOU

We receive information about you in two ways:

- **Directly from you** – This is usually your contact details you provide via a form (e.g. to request further information or to register).

## 3 SECURELY USING YOUR DATA

We use information held about you in the following ways:

- To ensure that content from our site is presented in the most effective manner for you and for your computer.
- To provide you with information, products or services that you request from us or which we feel may legitimately interest you, where you have consented to be contacted for such purposes. You can choose to opt-out of contact at any time.
- To carry out our obligations arising from any contracts entered into between you and us.
- To notify you about changes to our service.

- Occasionally we may incorporate cookie-generated data together with other data we hold to communicate with you in the most appropriate way. We may also compile and provide aggregate statistics about our site users, information requests, traffic patterns and any other related site information but will never identify you as an individual.

Data is processed within the **Porterford Ltd** platform and stored in the EU.

Information about you will be kept secure and it will not be supplied to anyone else, unless we are obliged or permitted by law to disclose it. **& Porterford Ltd** do not sell, rent or trade any personal information supplied by you to any third party.

## 4 CONTACT US

This website is owned and operated by **Porterford Ltd**.

We are registered in **England** under registration number **365646426**

Our registered office is:

**72 Watling street London Ec4m9bj**

You can contact us by writing to the business address given above or by email to [porterfords@aol.co.uk](mailto:porterfords@aol.co.uk)

## 5 YOUR DATA PROTECTION RIGHTS

Please contact us at any time to:

- Request access to information that **Porterford Ltd** has about you
- Correct any information that **Porterford Ltd** has about you
- Delete information that **Porterford Ltd** has about you
- Ask any questions about **Porterford Ltd** collection, storage and processing of your data

You have the right to ask us not to process your personal data for marketing purposes. You can exercise your right to prevent such processing at any time by contacting our Data Protection Officer.

You have the right to lodge a complaint with your Supervisory Authority. In the UK, the supervisory authority is the ICO, <https://ico.org.uk>.

## 6 COOKIE POLICY

In accordance with the General Data Protection Regulation (GDPR), the United Kingdom’s Privacy and Electronic Communications Regulations (PECR) and Information Commissioner’s Office guidance, this website follows the “Implied Consent” basis for processing cookies. The first time you visit this website you will be informed of the cookies we use and that by continuing to browse this website you are implying your consent for us to use cookies.

A cookie is a very small text file placed on your computer. Cookies help us to:

- Understand browsing habits on our website
- Understand the number of visitors to our website and the pages visited
- Remember you when you return to our website so we can provide you with a more personalised experience.

Most cookies are deleted as soon as you close your browser, these are known as session cookies. Others, known as persistent cookies, are stored on your computer either until you delete them or they expire.

You can choose to block or delete cookies through your browser settings at any time.

The table below lists the cookies we collect and what information they store.

<b>Cookie Name</b>	<b>Cookie Description</b>
<b>FORM_KEY</b>	Stores randomly generated key used to prevent forged requests.
<b>PHPSESSID</b>	Your session ID on the server.
<b>GUEST-VIEW</b>	Allows guests to view and edit their orders.
<b>PERSISTENT_SHOPPING_CART</b>	A link to information about your cart and viewing history, if you have asked for this.

<b>Cookie Name</b>	<b>Cookie Description</b>
<b>STF</b>	Information on products you have emailed to friends.
<b>STORE</b>	The store view or language you have selected.
<b>USER_ALLOWED_SAVE_COOKIE</b>	Indicates whether a customer allowed to use cookies.
<b>MAGE-CACHE-SESSID</b>	Facilitates caching of content on the browser to make pages load faster.
<b>MAGE-CACHE-STORAGE</b>	Facilitates caching of content on the browser to make pages load faster.
<b>MAGE-CACHE-STORAGE-SECTION-INVALIDATION</b>	Facilitates caching of content on the browser to make pages load faster.
<b>MAGE-CACHE-TIMEOUT</b>	Facilitates caching of content on the browser to make pages load faster.
<b>SECTION-DATA-IDS</b>	Facilitates caching of content on the browser to make pages load faster.
<b>PRIVATE_CONTENT_VERSION</b>	Facilitates caching of content on the browser to make pages load faster.
<b>X-MAGENTO-VARY</b>	Facilitates caching of content on the server to make pages load faster.
<b>MAGE-TRANSLATION-FILE-VERSION</b>	Facilitates translation of content to other languages.
<b>MAGE-TRANSLATION-STORAGE</b>	Facilitates translation of content to other languages.

## 7 TRACKERS

This website utilises the following tracking technology.

Site Analytics: Google Analytics (Google)

You can find out more about website tracking and how to enable “Do Not Track” (DNT) at <https://allaboutdnt.com/>.