

PRIVACY POLICY

This Privacy Policy explains how we at Beechwood Guest House use and protect any personal information we collect about you.

Beechwood Guest House is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when you are using this website, then you can be assured that it will only be used in accordance with this privacy policy.

Beechwood Guest House may change this policy from time to time but updating this page. You should check this page from time to time to ensure that you are happy with the changes.

What information we collect about you

When you make a booking with us, we take your name, home address, email address and telephone number. We also collect the debit or credit card details to pre authorise or take a deposit.

How we use the information we hold about you

We require this information to understand your needs and provide you with a better service.

This information is required for internal record keeping and booking.

We use your home address as part of the card payment processing to validate the card.

We will use your email address to send you confirmation of the booking and any other information you may find useful for your stay.

From time to time, we may use your information to contact you for market research purposes.

We will not use your telephone number to contact you unless it is for an emergency and/ or we have been unable to contact you by email.

How is your data stored

We are committed to ensuring that your information is secure. In order to prevent unauthorised or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect.

We will not share your information with a third party unless there is a legal reason for doing so.

Marketing

We would like to stay in touch to send information about the B&B, any special offers or local events.

At anytime you can request to be removed from our contact database and you will not hear from us again.

We will not pass your details on to any third party.

Guest Registration

We are required by law to collect the following information from all our guest. We do this by asking you to complete a registration form on arrival.

For commonwealth guests: Name and nationality

For non common wealth guest: Name, nationality, passport number, address of next destination.

We will keep this forms safely in a locked cabinet for a year after which time they will be destroyed.

Access to your information

You have the right to request a copy of the information we hold about you under the General Data Protection Regulation . If you would like a copy of the information we hold about you please write to us at this address.

If you believe that any information we are holding about you is incorrect incomplete, please write to or email us as soon as possible. We will promptly correct any information found to be incorrect.

Links to any other websites

Our website may contain links to other websites of interest. However, once you have used this links to leave our site, you should note that we do not have any control over that website. Therefore, we can not be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement.