

PRIVACY POLICY

Who we are

The House Ministry Limited is an interior design business based in the Cotswolds (Company number 106466940).

Our policy

We value our clients and take the privacy and confidentiality of their personal data seriously. This policy sets out how we collect, use and protect the data about yourselves that you provide to us.

Collection and purpose

When we support you with your project, we collect personal data that you provide such as name, address, telephone numbers, as well as personal information such as your interests, likes and dislikes. We collect and use this information to understand you better and to fulfil our contractual obligations to you, such that we provide you with the best possible service as a result.

We treat personal data confidentially. We may share limited information (such as name, address, telephone number and email address) in the course of providing services and goods to you, such as the tradespeople and suppliers we commission on your behalf, or contractors or staff working for us. We request them to keep all information confidential

We do not share your data with any external 3rd parties other than with the supplier of our integrated project management and financial software system who process limited personal data such as your name and address. We hold your personal data both electronically and on paper. Personal data is not available through our website and we never share the details of expenditure on your project with any other clients.

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

If you have signed up to receive our tips, guidance and exclusive content then we will collect limited personal information such as your name and email address to send you this content. You can unsubscribe from this service at any time and we will delete the personal data held for this purpose.

Website

This website uses tracking software to monitor its visitors to better understand how they use it. This software is provided by Google Analytics which uses cookies to track visitor usage. The software will save a cookie to your computer's hard drive in order to track and monitor your engagement and usage of the website but will not store, save or collect personal information.