

Concierge Services & Lifestyle Management from Ashton Rose Concierge Ltd.

PRIVACY POLICY : THE PRIVACY POLICY OF Ashton Rose Concierge Ltd.

Ashton Rose Concierge Services is committed to protecting any information we collect about you. The privacy of our clients is of utmost importance to us at all times.

The purpose of this Privacy Policy is to describe what information London Concierge Services collects about you and how that information is used.

#### Information collected

We collect personal information about you when you engage the services of Ashton Rose Concierge Services, This will include your name, address, email address, telephone numbers, payment details, credit card details, and billing addresses.

We understand this information is highly sensitive. Thus information is never shared with third parties and is for the use of Ashton Rose Concierge only.

We hold details of current and finished client requirements and we also hold feedback on or from clients and suppliers.

#### Access to information

Ashton Rose Concierge will make any information held on our clients and suppliers available to the client or supplier in question and undertake to correct it, if needed.

We will also remove any personal information from our database at the request of the client and supplier concerned if requested to do so.

Requests for access to individual information or removal of information should be made in writing to Ashton Rose Concierge Ltd 9 Wimpole Street, London W1G 9SG. Or by email to [info@ashcon.co.uk](mailto:info@ashcon.co.uk)

#### Use of Information

Ashton Rose Concierge only uses your personal information for the original purposes it was given.

Ashton Rose Concierge will not disclose, use, give or sell any personal information to third parties for any purposes other than to our suppliers and other third parties who need to know in order to deliver services on behalf of Ashton Rose Concierge unless required to do so by law.

#### Cookies

Ashton Rose Concierge does not use cookies, if however at any such time in the future we introduced the use of cookies our clients and suppliers will be informed with 30 days' notice by email.

#### Consent

By accepting our Terms and Conditions and using the services provided by Ashton Rose Concierge, you consent to the collection and use of your personal data by Ashton Rose Concierge for the purposes outlined above and for any other purpose which is reasonably necessary for us to provide proper services in accordance with our Terms and Conditions.

In the event that Ashton Rose Concierge changes or alters this Privacy statement all clients and suppliers will be notified by email with 30 days' notice of the changes taking effect.

If you have any questions or concerns about the services Ashton Rose Concierge provide please contact us in writing at 9 Wimpole St. London W1G 9SG or via email [info@ashcon.co.uk](mailto:info@ashcon.co.uk)