



Aviedale Cottage Bed and Breakfast  
Rendall  
Orkney  
KW17 2PB  
01856 761196  
info@aviedalecottage.co.uk

## Privacy Policy

### What information we collect

When you book your name, address, email and contact number are stored on our emails

### How we use the information

You will be emailed booking confirmations and information and after your stay you will be emailed a receipt of your booking and a email to request feedback and a review.

### How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

### Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot 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. You should exercise caution and look at the privacy statement applicable to the website in question.



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### Controlling your personal information

We will not sell, distribute or lease your personal information as previously noted. Your personal data is kept for a period of 12 months. It is only ever used to ensure that we can accommodate your needs during your stay, and for internal recording purposes. After 12 months all personal data will be deleted permanently.

You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you please write to us at Aviedale Cottage, Rendall, Orkney, KW17 2PB.

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