

## **Privacy Policy**

At Potters Receptions we value the trust you place in us when you enquire about hosting your wedding or special event at our venue. Protecting your privacy and handling your personal information with care is important to us.

This Privacy Policy explains how we collect, use and safeguard the information you provide when visiting our website or communicating with our team.

## **Personal Information**

When you contact us or submit an enquiry through our website, we may collect personal information such as your name, email address, phone number and details relating to your wedding or event.

This information allows our team to respond to your enquiry, provide information about our venue, and assist you in planning your celebration with us. From time to time, we may also use this information to share helpful updates, inspiration or relevant information about weddings, events and services offered at Potters Receptions.

You may opt out of these communications at any time.

## **Website Use**

When visiting our website, certain non-identifiable information may be collected automatically. This may include information such as your browser type, pages visited on the website and how long you spend viewing particular pages.

This information helps us better understand how visitors interact with our website so we can continue improving the online experience for couples and guests exploring our venue.

Our website may also use cookies or similar technologies to enhance functionality and assist with website analytics.

## **Sharing of Information**

Potters Receptions respects your privacy and does not sell or trade personal information.

In some cases, information may be shared with trusted service providers who support our business operations, such as website services, booking systems or professional advisers. These providers are required to handle information responsibly and in accordance with privacy obligations.

## **Protecting Your Information**

We take reasonable steps to ensure personal information is stored securely and protected from misuse, loss or unauthorised access. Information may be stored electronically within secure systems used by our business.

## **Access to Your Information**

You may request access to the personal information we hold about you and request that it be updated or corrected if necessary.

## **Updates to This Policy**

From time to time we may update this Privacy Policy to reflect changes in our practices or legal requirements. Any updates will be published on this page.

## **Contact Us**

Potters Receptions

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