

Privacy Notice



We are committed to protecting and respecting your privacy. This notice explains how, when and why we collect personal information and how we use it and keep it secure.

Who is collecting your data?

LWPR is the trading name of Louise Wood PR Ltd, registered in England, No: 3550027. Our registered address is 1 Dairy Yard, High Street, Market Harborough, LE16 7NL, phone number 01858 419668. For general enquiries, please email info@lwpr.biz

What information is being collected, when and why?

When you fill in the contact form on our website (www.lwpr.biz), we collect your name and email address so that we can reply to your enquiry. We store these details on our secure database for the length of time required to deal with the enquiry.

If the enquiry leads to a business relationship, we keep your details to be able to provide our service to you, and process on the lawful basis of our contractual agreement.

In the same way, any enquiry that comes in to us via email or a phone call, we process that data in order to deal with the query, and to provide any ongoing service to you.

We do not add your details to a marketing database.

Who will it be shared with?

We will not share, sell or rent your data to any third parties. We will not share your information with third parties for marketing purposes.

How do we store your data?

We store all information on our secure database that is password protected, which is backed up to an encrypted, password protected cloud storage system.

How long will your data be kept for?

We only keep your data for as long as is necessary and required legally, but we minimise it whenever possible.

How you can access and update your information

You are able to view the data we hold on you at any time by contacting Laura Glazebrook on 01858 419668 or laura@lwpr.biz. We are committed to ensuring the accuracy of your information, and regularly check the details we have are correct. If you change any details that we hold, please notify us by either phone on 01858 419668, or email info@lwpr.biz

Your choices

If you would like us to delete all your contact information or complain about communications from us, please contact Laura Glazebrook at laura@lwpr.biz or on 01858 419668. If you think that we have misused your data, you can also complain to the [Information Commissioner's Office](#) at any time.