## Privacy notice

The Moorings Hotel & Restaurant's privacy policy, sets out how we use any personal information we collect about you when using our website, or making bookings and reservations over the phone or by any other means.

For the purposes of the Data Protection (Jersey) Law 2018, the data controller is The Moorings Hotel & Restaurant, Gorey Pier, St Martin, JE3 6EW

Phone number: 01534 853633

Email: contact@themooringshotel.com

# What type of information we have

We currently collect and process the following information:

- Your name, contact details (i.e. home and/or mobile phone numbers, email address)
- Marketing and communication details, which includes your preferences in receiving marketing from us and/or your communications preferences.

### How we get the information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- To make bookings or reservations
- Enquiries

If applicable, we also receive personal information indirectly, from the following sources in the following scenarios:

- Via the government contact tracing app, Trax.je

Under the Data Protection (Jersey) Law 2018, the lawful bases we rely on for processing this information are:

- Your consent. You are able to remove your consent at any time. You can do this by contacting contact@themooringshotel.com.
- We have a contractual obligation.
- We have a legal obligation.
- We have a legitimate interest.

# What we do with the information we have

We use the information that you have given us in order to:

- Send you details of offers and promotions if you have opted in.
- Register your bookings and reservations
- Log your individual customer preferences
- Improve our service

We may share this information with

- Members of our organization.
- The Government of Jersey

#### How we store information

Your information is securely stored on a secure database.

We keep personal identifier information until you withdraw your consent.

We will then dispose of your information by erasure.

# Your data protection rights

Under data protection law, you have rights including:

Your right of access: You have the right to ask us for copies of your personal information.

Your right to rectification: You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your rights to erasure**: You have the right to as s to restrict the processing of your personal information in certain circumstances.

Your right to restriction of processing: You have the right to ask us to restrict processing of your information in certain circumstances.

Your right to object to processing: You have the right to object to the processing of your personal data in certain circumstances.

Your right to data portability: You have the right to ask that we transfer the information you gave us to another organization, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have four weeks to respond to you.

Please contact us at contact@themooringshotel.com, if you wish to make a request.

#### How to complain

You can also complain to the Jersey Office of the Information Commissioner (JOIC) if you are unhappy with how we have used your personal data.

JOIC's address:

2<sup>nd</sup> Floor 5 Castle Street St Helier Jersey HE2 3BT

enquiries@jerseyoic.org

+44(0)1534 716530