### Haus Gretschmann Privacy Statement

We take privacy seriously and so have put together this statement to explain what data we collect, how we store it and how we use it.

This privacy statement is for Haus Gretschmann, at Dr. Srbik-Weg 3, 6632 – Ehrwald, Austria, and governs the privacy of the users of the public website (gretschmann.com) and guests who choose to stay at Haus Gretschmann. It explains how we comply with the GDPR (General Data Protection Regulation) which is in force from 25<sup>th</sup> May, 2018, the DPA (Data Protection Act) [pre GDPR enforcement] and the PECR (Privacy and Electronic Communications Regulations).

### What personal information are we collecting?

The Haus Gretschmann website (www.glebehousedunning.co.uk) will collect name, address, email and telephone number through the automated booking process. This information is encrypted and held on European servers through the services of Altholl Road Design Ltd., Pitlochry.

The same personal information may be obtained from potential guests as a result of direct telephone or email bookings.

On arrival at Haus Gretschmann, guests will be asked for, or to confirm, their name, address (optional), telephone number and nationality. These are all required by § 5 und § 10 Registration Law Austria. The request will be made on a registration form left prominently in the guest's bedroom.

## How your browsing information is used

As you use our site, we may automatically collect Technical Data about your equipment, browsing actions and usage patterns.

We collect this data by using cookies, server logs and similar technologies. We may use cookies to record information about your visit to www.birchwoodhotel.co.uk in order to:

- Ensure that content from our site is presented in the most effective manner for you
  and for your computer.
- Allow you to participate in interactive features of our service, when you choose to do
  so.
- Protect the integrity of our servers to protect our website and other visitors

Please note that if you click on, or follow, any links from our site to external websites, our privacy policy will no longer apply.

Please check the privacy policies of any such external site before submitting any personal data, as we cannot accept any responsibility or liability in relation to them.

#### How do we store it?

The registration form contact information will be held electronically password protected for the purpose of sending any annual greeting card until a time as it is no longer required.

## How will the information be used?

The information will be used to contact the guest exclusively about their requested stay at Haus Gretschmann.

Where consent is given through the registration form for email newsletter contact the following applies.

# **Email mailing List and marketing messages**

We have an email mailing list consisting of both guests to Haus Gretschmann and others who have shown an interest in the activities of Haus Gretschmann.

The lists are used to inform subscribers about our services and/or news about local events. All subscribers have provided specific consent in accordance with the regulations. Subscribers can unsubscribe at any time through an automated on-line service or, if not available, through contacting Haus Gretschmann directly.

The type and content of marketing messages subscribers receive is clearly outlined at the point of subscription.

Our EMS (email marketing service) provider is Mailchimp. As is normal for such providers email marketing messages may contain cookies in order to track subscriber activity within email marketing messages.

#### Contact and Communication with us

Website users contacting us through Contact Us on the Haus Gretschmann website do so at their own discretion and provide any personal details at their own risk. Your personal information is kept private and stored securely until a time it is no longer required or has no use.

Where we have clearly stated and made you aware of the fact, and where you have given your express permission, we may use your details to send you Haus Gretschmann update and services information through a mailing list system.