

PRIVACY POLICY

We respect and safeguard the privacy of the users of irishartsreview.com and readers of the *Irish Arts Review*. We provide this notice to explain our online information practices and the choices you can make about the way your information is collected and used. This privacy policy covers this website (irishartsreview.com) only. We are not responsible for the data policies or procedures or content of other linked websites.

Types of information collected

This notice applies to all information collected or submitted on irishartsreview.com. On some pages, you may be able to order products, make requests, and register to receive materials. The *Irish Arts Review* collects the details provided by you when you make transactions you undertake online. We may collect additional information in connection with your participation in any promotions or competitions offered by us and information you provide when giving us feedback or completing our website forms. The types of personal information collected at these pages are: Name, Address, Email address, Phone number, Credit/Debit Card Information.

On some pages, you can submit information about other people. For example, if you order online and want it sent directly to the recipient, you will need to submit the recipient's address. In this circumstance, the types of personal information collected are: Name, Address, Email address, Phone number.

Disclosures

We use the information you provide about yourself when placing an order only to complete that order. We do not share this information with outside parties except to the extent necessary to complete that order.

We use the information you provide about someone else when placing an order only to deliver the product and to confirm delivery. We do not share this information with outside parties except to the extent necessary to complete that order.

We will use your contact details to communicate with you and, unless you object, to send you news and offers relating to the *Irish Arts Review*. We may contact you by email, post or phone for these purposes.

We will not pass your personal data to anyone else. We may use and disclose information in aggregate (so that no individual customers are identified) for marketing and strategic development purposes. We use non-identifying and aggregate information to better design our website and to share with advertisers. For example, we may tell an advertiser that X number of unique users visited our website

or X number of individuals visited a certain section of our website, but we would not disclose anything that could be used to identify those individuals.

Other websites

Our website may contain links to other web sites which are outside our control and are not covered by this Privacy Policy. If you access other sites using the links provided, the operators of these sites may collect information from you which will be used by them in accordance with their privacy policy, which may differ from ours.

Data security

To prevent unauthorised access, maintain data accuracy, and ensure the correct use of information, we will take all reasonable steps (including appropriate technical and organisational measures) to safeguard and secure the information we collect online. Access to the information which you have provided will be limited to authorised employees as required for the purposes identified above as well as IT security and maintenance. Any personal information you provide may be used to verify your identity and assist us in preventing or detecting fraud.

Updating, verifying and deleting personal data

You can withdraw your consent to processing or access all your personal information that we collect online and maintain by writing to the Subscriptions Office, *Irish Arts Review*, 15 Harcourt Terrace, Dublin, 2, Ireland. You can correct factual errors in your personally identifiable information by sending us a request that shows that there is an error in our records. To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

Changes to the Irish Arts Review Privacy Policy

Any changes to this Privacy Policy will be posted on this website so you are always aware of what information we collect and how we use it.

How to contact us

If you have other questions or concerns about this privacy policy, please contact:

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15 Harcourt Terrace
Dublin 2
Ireland

Tel: + 353 1 676 6711 Email: subscriptions@irishartsreview.com