

Privacy Policy

This privacy policy sets out how *The Alphabet Boutique* uses and protects any information that you submit when you use this website.

The Alphabet Boutique is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

What we collect

The Alphabet Boutique may collect the following information:

- name
- contact information including email address
- demographic information such as postcode, preferences and interests
- other information relevant to customer surveys and/or offers

What we do with the information we gather

The Alphabet Boutique may require this information to understand your needs and provide you with better service in addition to the following reasons:

- Internal record keeping.
- We may use the information to improve our products and services.
- We may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided.
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail. We may use the information to customize the website according to your interests.

Security

The Alphabet Boutique is committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

Links to other websites

Our website may contain links to other websites of interest. However, once you use these links to leave our site, you should note that we do not have any control over the other websites. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting other sites of interest and such sites are not governed by this privacy statement. You should exercise caution and review the privacy policy applicable to any website in question.

Controlling your personal information

The Alphabet Boutique will not sell, distribute or lease your personal information to third parties unless we have your written permission or are required to by law. You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you please write to:

The Alphabet Boutique
6544 Willow Brooke Dr.
Liberty Twp, OH 45011

If you believe that any information we are holding on you is incorrect or incomplete, please write to the address above or email us at service@alphabetboutique.com as soon as possible. We will promptly correct any information found to be incorrect.