

As customers and fans of HanneMADE, I may hold some information about you and this is a short note setting out everything you could ever wish to know about how I collect, use and store this information. But if you still have any pressing questions after reading this please contact me.

IMPORTANT NOTE: when I am talking about your information I am only referring to your contact details. I never have access to your financial information when you make payments via paypal (my online shop) or bank transfer. All sensitive information is held securely by the processing companies, and they never share this with me.

We collect Device Information using the following technologies:

- “Cookies” are data files that are placed on your device or computer and often include an anonymous unique identifier. For more information about cookies, and how to disable cookies, visit <http://www.allaboutcookies.org>.
- “Log files” track actions occurring on the Site, and collect data including your IP address, browser type, Internet service provider, referring/exit pages, and date/time stamps.
- “Web beacons”, “tags”, and “pixels” are electronic files used to record information about how you browse the Site.

How I collect information

I use Brevio to manage my mailing list, and you can sign up at the bottom on this page. **You will only ever end up on this mailing list if you have signed up for my newsletter, joined one of my membership groups or if you have asked me to add you to it.**

Whenever you order from me directly or via my online shop you will provide sufficient information for me to process the order. This information is stored on my website providers (WIX) servers. In addition I receive an email receipt which is stored on my email and I keep these as a record for tax purposes (I have to keep these for a minimum of 6 years)

When you book a workshop I will have sufficient information to contact you regarding the workshop and information I need to provide you via email.

Who has access to this information

In a nutshell, just me and I never pass this information on to anyone else.

I use Brevo as a way of managing my mailing list, and your details are also stored on their servers (click the links to find out about their [Privacy Policy and Terms of use.](#))

If you pay me using paypal, they will also hold information about you. You can read their Privacy Policy [here.](#)

There is a record of transactions from my on-line store and WIX has this information stored on their secure servers. You can read their policy [here.](#)

How I use your information

I send out regular newsletters to those who have signed up to receive information about HanneMADE. This is the sort of thing you can expect to receive

- Information about upcoming workshops and availability
- Information about things happening in my HanneMADE world
- Dates for your diaries about shows and exhibitions I may be in.
- News about my work and items you can purchase via my on-line shop.
- You can unsubscribe at any time via wix.com by updating your preferences or via the latest newsletter.

How I store information

Brevo hosts details of all members of my mailing list on their secure servers

I keep an electronic spreadsheet of participants of my workshops. This is held on my google drive and is password protected via my email address.

I keep this as a record of attendees and for accounting and tax purposes. (I need to keep these records for at least 6 years)

Your rights

You can ask me at any time what information I hold about you, and I will give you full details free of charge. You also have the right to ask that your details be deleted, amended or transferred. If you ever change your mind about the information, if any, you want me to hold on your behalf, just contact me.