



Falcon Coffees Ltd.
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FALCON PRIVACY POLICY

We've written this Privacy Policy to describe how your personal information is collected and used. It was last updated on 14 October 2019.

Personal Information that we collect and how we use it

We will only collect personal information:

- When you contract us to purchase or sell coffee
- When you request to be sent our offer lists

We collect the following information:

Names of relevant contacts
Email address
Physical address
Telephone numbers
VAT numbers

We will only use your information for this purpose and to maintain general correspondence and will never pass information to any other parties without your explicit consent.

How we store your information

We store these details in two places:

- Our trade database
- Mailing list database, managed by MailChimp

Both of these databases are encrypted and password protected. We use MailChimp to manage our mailing list. You can read more about how MailChimp uses your Personal Information at: <https://mailchimp.com/legal/privacy/>. You will find an Unsubscribe button at the bottom of every marketing email we send you or you can email us directly and we will Unsubscribe you.

How long we store your information for

The information described above will be kept in our trading database for a period of 7 years, along with backing documents supporting any contracts that we have entered into with you.

We will continue to store your contact information for our Offer Lists until you unsubscribe or ask us to delete this information.

Changes

We may update this privacy policy from time to time in order to reflect, for example, changes to our practices or for other operational, legal or regulatory reasons.