



Isabelle Litzler

This privacy policy is for this Website [www.isabellelitzler.com] and served by *Isabelle Litzler* and governs the privacy of its users who choose to use it. The policy sets out the different areas where user privacy is concerned and outlines the obligations & requirements of the users, Furthermore the way *Isabelle Litzler* processes, stores and protects user data and information will also be detailed within this policy.

THE WEBSITE

Isabelle Litzler takes a proactive approach to user privacy and ensures the necessary steps are taken to protect the privacy of its users throughout their visiting experience.

CONSENT

Your use of *Isabelle Litzler* signifies your consent to us collecting and using personal information about you as specified below in accordance with this Privacy Policy. If we change our Privacy Policy for any reason, to ensure that you are kept informed, we will post these changes on this website.

What information do we collect?

We may collect and process the following information about you:

- Information that you provide by filling in forms on our website. This includes information provided at the time of registering to use our Website (if required) or subscribing to any service offered by us such as registering for any courses that we deliver. For example, we may ask for your: Name, Contact information including email address and contact phone number.
- If you contact *Isabelle Litzler*, we may keep a record of any correspondence between us. Details of your visits to our Website including, but not limited to, traffic data, blogs and other communication data, whether this is required for our own billing purposes or otherwise.

USE OF COOKIES

Isabelle Litzler uses cookies to better the users experience while visiting the Website. Where applicable this Website uses a cookie control system allowing the user on their first visit to the website to allow or disallow the use of cookies on their computer / device. Cookies are small files saved to the user's computers hard drive that track, save and store information about the user's interactions and usage of the website. This allows the Website, through its server to provide the users with a tailored experience within this Website. Users are advised that if they wish to deny the use and saving of cookies from this website on to their computers hard drive they should take necessary steps within their web browsers security settings to block all cookies from this website and its external serving vendors.

Isabelle Litzler uses tracking software to monitor its visitors to better understand how they use it. This software is provided by Google Analytics which uses cookies to track visitor usage. The software will save a cookie to your computers hard drive in order to track and monitor your engagement and usage of the Website, but will not store, save or collect personal information. You can read Google's privacy policy here for further information : [<http://www.google.com/privacy.html>]. Other cookies may be stored to your computers hard drive by external vendors when this Website uses referral programs, sponsored links or adverts. Such cookies are used for conversion and referral tracking and typically expire after 30 days, though some may take longer. No personal information is stored, saved or collected.



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CONTACT AND COMMUNICATION

Users contacting *Isabelle Litzler* do so at their own discretion and provide any personal details requested 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. Every effort has been made to ensure a safe and secure form of email submission process but users using such form of email processes are advised that they do so at their own risk.

Isabelle Litzler uses any information submitted to provide you with further information about the products / service or to assist you in answering any questions or queries you may have submitted. This includes using your details to subscribe you to any email newsletter program the website operates but only if this was made clear to you and your express permission was granted when submitting any form to email process. Or whereby the consumer has previously purchased from or enquired about purchasing from the company a product or service that the email newsletter relates to. This is by no means an entire list of your user rights in regard to receiving email marketing material. Your details are not passed on to any third parties.

EMAIL NEWSLETTER

Isabelle Litzler may operate an email newsletter program at some stage, used to inform subscribers about products and services supplied by this Website. Users can subscribe through an online automated process should they wish to do so at their own discretion. Some subscriptions may be manually processed through prior written agreement with the user. All personal details relating to subscriptions are held securely. No personal details are passed on nor shared with companies outside of the company that operates this website.

EXTERNAL LINKS

Although this website only looks to include quality, safe and relevant external links, users are advised to adopt a policy of caution before clicking any external web links mentioned throughout this Website. (External links are clickable text / banner / image links to other websites). *Isabelle Litzler* cannot guarantee or verify the contents of externally linked Website despite their best efforts. Users should therefore note that they click on external links at their own risk and *Isabelle Litzler* cannot be held liable for any damages or implications caused by visiting any external links mentioned.

SOCIAL MEDIA PLATFORMS

Communication, engagement and actions taken through external social media platforms that *Isabelle Litzler* participates on are custom to the terms and conditions as well as the privacy policies held with each social media platform respectively.

Users are advised to use social media platforms wisely and communicate / engage upon them with due care and caution in regard to their own privacy and personal details. *Isabelle Litzler* will never ask for personal or sensitive information through social media platforms and



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encourage users wishing to discuss sensitive details to contact them through primary communication channels such as by telephone or email. *Isabelle Litzler* may use social sharing buttons which help share web content directly from web pages to the social media platform in question. Users are advised before using such social sharing buttons that they do so at their own discretion and note that the social media platform may track and save your request to share a web page respectively through your social media platform account.

SHORTENED LINKS ON SOCIAL MEDIA

Isabelle Litzler through their social media platform accounts may share web links to relevant web pages. By default some social media platforms shorten lengthy urls. Users are advised to take caution and good judgement before clicking any shortened urls published on social media platforms by this Website and its owners. Despite the best efforts to ensure only genuine urls are published, many social media platforms are prone to spam and hacking and therefore this website cannot be held liable for any damages or implications caused by visiting any shortened links.

Edited & customised by:

Isabelle Litzler

Updated November 2018