

# Privacy Policy

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Last updated: 16th June 2019

## **What personal information is collected**

The Character Consultancy currently collects:

- email addresses
- names (although whether to give your real name, full or partial, is your choice).

## **How this information will be used**

I collect this information in order to be able to:

- send you documents including my questionnaires
- respond to your queries
- if you are a commissionable artist, to facilitate communication about art orders

## **Third parties**

I will store this information for as long as I believe you and The Character Consultancy will continue to have ongoing communication with one another. If you are a commissionable artist or use my artist find service, then I may share your name and/or email address with the client or the artist.

## **What are your choices regarding your data**

The forms on my web site are optional to use. If you do not wish to share your data with me you are welcome to contact me via my various social media accounts instead. If you would prefer me to delete your data upon completion of the tasks you have contacted me to complete, please feel free to ask.