

# Mark Blackburn – Mark My Words Privacy Policy

## Our contact details

Name: Mark Blackburn

Address: Barrington Court, Barrington, Ilminster TA19 0NQ

Phone Number: 07711 880172

E-mail: [mark@markblackburn.co.uk](mailto:mark@markblackburn.co.uk)

## The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)

## How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- **You have expressed an interest in knowing about my latest writing**

We use the information that you have given us in order to let you know news about my writing.

We will not share this information with any other party.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

**(a) Your consent. You are able to remove your consent at any time. You can do this by contacting [mark@markblackburn.co.uk](mailto:mark@markblackburn.co.uk)**

**(b) We have a legal obligation.**

**(c) We have a legitimate interest.**

## **How we store your personal information**

Your information is securely stored.

We keep your name and email address details indefinitely or until such time as you unsubscribe. We will then destroy information by deleting all correspondence and records.

## **Your data protection rights**

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [mark@markblackburn.co.uk](mailto:mark@markblackburn.co.uk) if you wish to make a request.

## **How to complain**

If you have any concerns about our use of your personal information, you can make a complaint to us at:

Mark Blackburn

Barrington Court

Barrington

Ilminster

TA19 0NQ

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF