

Privacy Policy – for Collectors

Under the new General Data Protection Regulation (GDPR) which becomes a law on 25 May 2018 (and replaces the existing Data Protection Act 1998), if you complete our collector entry form, or whether we already hold your details, we are obliged to make it clear how that data will be used and your rights in allowing us to hold your business and / or personal information.

Description

Sheppard's for Collectors is a database of collectors and members of the trade who are interested in antiquarian / second-hand books, antique prints and maps, and ephemera. It has been created for the express benefit of those registered.

Important

In completing an entry, or updating the details, you enter only accurate data. It is in the commercial interests of each entrant to ensure the details are correct at all times.

The entry is in your control. In completing the details, you are:

- 1 You are opting in to the Sheppard's World Database of Collectors
- 2 Expressly agreeing in law as a contract, that we can hold your information.
- 3 You agree to update your entry whenever changes occur.
- 4 You are free to have your entry removed at any time by request which we will acknowledge.
- 5 You accept that we can contact you by email, telephone, or by post.
- 6 You accept that we can email you our e-newsletter, *Sheppard's for Collectors*. [To be launched later in 2018, until then everyone registered on the Sheppard's World database will continue to receive *Sheppard's Confidential*.] You are free to opt out of these broadcasts at any time but clearing the appropriate box in your entry – or by using the 'opt out' link in the newsletter. You can remain on the database to receive any special notices such as book thefts, police and scam warnings.
- 7 You accept that we may contact you by email, telephone, or by post
- 8 We will maintain your entry details on line along with personal details for a period of 5 years. At which time, we will ask you to re-confirm your acceptance for us to continue hold your information.
- 9 We will keep the data in a commercially secure website host.
- 10 We will not sell a list with your details or as a gift to any third party.

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