**Textile Conservation Foundation**

**Privacy and Cookie Policy**

**Data Protection and Privacy**

This document sets out privacy statement for the Textile Conservation Foundation (TCF). Information you provide will be held in accordance with the Data Protection Act 1998 and the General Data Protection Regulation 2018 and may be used by the TCF to supply the services (e.g. grants, advice) which you have requested.

We collect no personal information about you when you visit our website unless you choose to provide this information to us by submitting an enquiry via out contacts page. We will not use or share your information for marketing purposes.

**Enquiries via the Contact Us page**

Data that you supply in any enquiry you send us via the site’s Contact Us page is automatically deleted after one month. No data is retained or used by us.

**Cookies**

A cookie is a file containing an identifier (a string of letters and numbers) that is sent by a web server to a web browser, and stored by the browser. The identifier is then sent back to the server each time the browser requests a page from the server. This enables the web server to identify and track the web browser.

We use both “session” cookies and “persistent” cookies on the website. Session cookies will be deleted from your computer when you close your browser. Persistent cookies will remain stored on your computer until deleted, or until they reach a specified expiry date.

We will use the session cookies to keep track of you whilst you navigate the website and prevent fraud and increase website security. We will use the persistent cookies to enable our website to recognise you when you visit and keep track of your preferences in relation to the use of our website.

By using our website, you agree that we can place these types of cookies on your device.

Most browsers allow you to reject all cookies, whilst some browsers allow you to reject just third party cookies. For example, in Internet Explorer you can refuse all cookies by clicking “Tools”, “Internet Options”, “Privacy”, and selecting “Block all cookies” using the sliding selector. Blocking all cookies will, however, have a negative impact upon the usability of many websites.

We do **not** use Google Analytics to analyse the use of this website.

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If you have any queries about our privacy and cookie policy please contact us at: [info@tccfoundation.org.uk](mailto:info@tccfoundation.org.uk) or at PO Box 4291, Reading, Berkshire, RG8 9JA.