### PRIVACY POLICY AND COOKIES

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- Your name
- Your address
- Your telephone number
- Your email address

If you wish to provide us with any information relating to a living person other than yourself, you should first obtain permission from that person to do so. You should also show the person concerned this Privacy Policy document.

# How we use information you provide us with

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We will not give, sell, rent or otherwise pass any information you have given us to any other person or organisation unless we believe that we are legally obliged to do so.

We delete or destroy any information you give us as soon as we believe that our correspondence with you has reached completion.

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