



[www.cfimedia.org](http://www.cfimedia.org) Privacy Policy

## 1. Introduction

At CFI MEDIA we are committed to protecting and respecting your privacy.

This Privacy Policy explains how we collect, use, store and protect your personal information when you visit our website, [[www.cfimedia.org](http://www.cfimedia.org)](<http://www.cfimedia.org>), contact us, subscribe to our newsletter, or use any of our services.

We process personal data in accordance with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018, and other applicable privacy laws.

## 2. Who We Are

CFI MEDIA is a UK-based film production company providing film, television and digital media production services.

Business Address:

CFI MEDIA  
103 High Street  
Crawley  
West Sussex  
RH10 1DD  
United Kingdom

Email: [[info@cfimedia.org](mailto:info@cfimedia.org)](<mailto:info@cfimedia.org>)

## 3. Information We Collect

We may collect and process the following personal information:

### Information You Provide

When you contact us through our website or email, subscribe to our newsletter, or enquire about our services, we may collect:

- \* Full name
- \* Email address
- \* Telephone number
- \* Company or organisation name (where applicable)
- \* Any information included in your message or enquiry

### Automatically Collected Information

When you visit our website, our Wix site may automatically collect:

- \* IP address
- \* Browser type and version
- \* Device information
- \* Website usage data
- \* Referring website addresses
- \* Date and time of access

## Newsletter Information

When you subscribe to our newsletter, we collect:

- \* Name (if provided)
- \* Email address

## 4. How We Use Your Information

We use personal information to:

- \* Respond to enquiries and requests
- \* Provide information about our services
- \* Send newsletters and marketing communications where consent has been provided
- \* Improve our website and user experience
- \* Maintain website security
- \* Comply with legal obligations

## 5. Legal Bases for Processing

Under UK GDPR, we rely on the following lawful bases:

### Consent

Where you subscribe to our newsletter or request marketing communications.

### Legitimate Interests

To operate and improve our business, respond to enquiries, and maintain website security.

### Legal Obligations

Where processing is necessary to comply with legal or regulatory requirements.

## 6. Marketing Communications

If you subscribe to our newsletter, we may send you updates about:

- \* Film and production projects
- \* Company news
- \* Events
- \* Training and community initiatives
- \* Services offered by CFI MEDIA

You can unsubscribe at any time by:

- \* Clicking the unsubscribe link in our emails
- \* Contacting us directly at [[info@cfimedia.org](mailto:info@cfimedia.org)](mailto:info@cfimedia.org)

## 7. Sharing Your Information

We do not sell or rent your personal information.

We may share information with trusted third-party service providers who assist us with:

- \* Website hosting
- \* Email marketing services

- \* Website analytics
- \* IT and security services

These providers are only permitted to process information on our behalf and in accordance with applicable data protection laws.

We may also disclose information where required by law or to protect our legal rights.

## 8. Data Retention

We retain personal information only for as long as necessary for the purposes outlined in this Privacy Policy, including:

- \* Responding to enquiries
- \* Providing services
- \* Meeting legal, accounting, or regulatory requirements

When information is no longer required, it will be securely deleted or anonymised.

## 9. Cookies

Our website may use cookies and similar technologies to improve functionality and analyse website performance.

Cookies may collect information such as:

- \* Website usage patterns
- \* Browser information
- \* Device information

You can manage cookie preferences through your browser settings.

If a separate Cookie Policy is implemented, it should be read alongside this Privacy Policy.

## 10. Data Security

We take appropriate technical and organisational measures to protect personal information against:

- \* Unauthorised access
- \* Loss
- \* Misuse
- \* Alteration
- \* Disclosure

However, no internet transmission or electronic storage method can be guaranteed to be completely secure.

## 11. Your Rights

Under UK GDPR, you may have the right to:

- \* Access your personal information
- \* Request correction of inaccurate data
- \* Request deletion of your data
- \* Restrict processing
- \* Object to processing
- \* Withdraw consent at any time
- \* Request transfer of your data where applicable

To exercise any of these rights, please contact us at [\[info@cfimedia.org\]\(mailto:info@cfimedia.org\)](mailto:info@cfimedia.org).

## 12. Third-Party Websites

Our website may contain links to third-party websites. We are not responsible for the privacy practices or content of those websites and encourage users to review their privacy policies.

## 13. Children's Privacy

Our website is not directed toward children under the age of 13, and we do not knowingly collect personal information from children without appropriate consent.

## 14. Changes to This Privacy Policy

We may update this Privacy Policy from time to time.

Any changes will be posted on this page and the "Last Updated" date will be revised accordingly.

## 15. Contact Us

If you have any questions about this Privacy Policy or our data practices, please contact:

CFI MEDIA  
103 High Street  
Crawley  
West Sussex  
RH10 1DD  
United Kingdom

Email: [\[info@cfimedia.org\]\(mailto:info@cfimedia.org\)](mailto:info@cfimedia.org)

If you are not satisfied with our response, you have the right to lodge a complaint with the UK Information Commissioner's Office (ICO):

<https://www.ico.org.uk>