

## PRIVACY POLICY - 24 MAY 2018

MacDougall's values client confidentiality closely. It shares client information within the company strictly on a need to know basis. It does not share client details with third parties, nor does it send out emails on behalf of third parties. As a global organisation MacDougall's may on occasion have to transfer client data to offices or staff outside the EU.

Client information may be obtained by the firm any time an individual expresses interest in MacDougall's activities, including by:

- 1 Registering to bid or sell at auction.
- 2 Requesting information about lots.
- 3 Ordering a catalogue.

4 - Handing personal details via a business card or other means to a staff member.

Clients may unsubscribe from emails at any time by clicking the unsubscribe button on our emails, or by writing to info@macdougallauction.com.

The auction rooms and offices may be subject to video and audio recording by the Auctioneer. Telephone calls are usually recorded. The Data Controller is MacDougall Arts Ltd.

EU based clients may request a copy of information held at any time.