The Navan Centre & Fort is dedicated to ensuring that your privacy is protected.

We want to ensure that when you are face-to-face with staff in the venue that you can feel comfortable, secure and that your privacy is protected.

Equally, we want to ensure that all of your data is transferred and stored safely.

PRIVACY IN THE VENUE:

We have a dedicated box office sales point in our venue that offer an excellent level of privacy. All bookings at the counter are conducted in a way that ensures your discussions and information is protected. Each time you make a booking we will check your contact and personal details to ensure they are correct. We will also ask if you are happy to be on our mailing list, that we can contact you by phone, text and e-mail.

We will also ask for your card details each time you book. For added security, our booking system does not store card details.

PRIVACY ON THE TELEPHONE

Our box office team have a telephone script that ensures that everyone is treated equally, fairly and personal details are stored securely and safely. Any enquiries or bookings via telephone are subject to the same procedures as bookings at the counter. We will check your contact and personal details to ensure they are correct. We will also ask if you are happy to be on our mailing list, that we can contact you by phone, text and e-mail.

We will also ask for your card details each time you book. For added security, our booking system does not store card details.

PRIVACY ONLINE

We have introduced a customer sign-up facility to ensure that you have your own personal log-in and that your details are safe and secure.

MAILING LIST DATA

In compliance with Data Protection legislation and good practice, we only send mailings to customers who have stated that they wish to receive mailings. We also offer an opt-out to anyone who has signed up to our e-marketing list. When we mail out our season brochures we include an opt-out on the cover sheet of the mailing.

All our staff are trained on the safe storage of personal data.