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## PRIVACY POLICY

At Primayer Limited, we're committed to protecting and respecting your privacy.

This Policy explains when and why we collect personal information about people who visit our website, how we use it, the conditions under which we may disclose it to others and how we keep it secure.

We may change this Policy from time to time so please check this page occasionally to ensure that you're happy with any changes. By using our website, you're agreeing to be bound by this Policy.

Any questions regarding this Policy and our privacy practices should be sent by email to [sales@primayer.com](mailto:sales@primayer.com) or by writing to Primayer Limited, Parklands Business Park, Denmead, Hampshire, PO7 6XP, England. Alternatively, you can telephone 023 9225 2228.

### How do we collect information from you?

We obtain information about you when you use our website, for example, when you contact us about products and services, to make an enquiry, to gain access to our customer login area on our website or if you register to receive one of our product or company newsletters

### What type of information is collected from you?

The personal information we collect might include your name, address, email address, IP address, and information regarding what pages are accessed and when. If you send an enquiry form online we keep your email address and your enquiry detail in our website database.

### Why do we keep this information?

We may use your information to:

- To respond to an enquiry you have made to us
- Seek your views or comments on the services we provide
- Notify you of changes to our services
- Send you communications which you have requested and that may be of interest to you. These may include information about products or new software releases
- Activities, promotions of our associated partners, companies goods and services
- Dealing with entries into a competition

#### Primayer Limited

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### **Who might we share it with?**

We will not sell or rent your information to third parties.

We will not share your information with third parties for marketing purposes

We may pass on your details to our distributors who have sales persons in your area to assist your enquiry

### **How long do we keep this information?**

We will keep this information **indefinitely** unless you withdraw your consent.

You have a choice about whether or not you wish to receive information from us. If you do not want to receive direct marketing communications from us, then you can select your choices by ticking the relevant boxes situated on the form on which we collect your information.

We will not contact you for marketing purposes by email, phone or text message unless you have given your prior consent. We will not contact you for marketing purposes by post if you have indicated that you do not wish to be contacted. You can change your marketing preferences at any time by contacting us by email: [sales@primayer.com](mailto:sales@primayer.com) or telephone on +44 (0)23 9225 2228.

### **How can you access the information we hold on you?**

The accuracy of your information is important to us. We're working on ways to make it easier for you to review and correct the information that we hold about you. In the meantime, if you change email address, or any of the other information we hold is inaccurate or out of date, please email us at: [sales@primayer.com](mailto:sales@primayer.com), or write to us at: Primayer Limited, Parklands Business Park, Denmead, Hampshire, PO7 6XP, United Kingdom. Alternatively, you can telephone +44 (0)23 9225 2228.