



Essex Ductwork Services Ltd (EDSL) Privacy Policy - May 2018

Your Privacy

At Essex Ductwork Services Ltd (EDSL), we are committed to maintaining the trust and confidence of our visitors to our web site. We want you to know that EDSL is not in the business of selling, renting or trading email lists with other companies and businesses for marketing purposes. We just don't do that sort of thing. But just in case you don't believe us, in this Privacy Policy, we've provided lots of detailed information on when and why we collect your personal information, how we use it, the limited conditions under which we may disclose it to others and how we keep it secure.

Collection and Use of Personal Information

Personal information means any information that may be used to identify you, such as, your name, title, phone number, email address, or mailing address. In general, you can browse our web site without giving us any personal information. We use several products to analyse traffic to this web site in order to understand our visitors' needs and to continually improve our site for them. We collect only anonymous, aggregate statistics. For example, we do not tie a specific visit to a specific IP address. However, there are additional activities on our site that require you to be registered. For example, to contact us. As part of the registration process, we collect personal information. We use that information for a couple of reasons: to tell you about stuff you've asked us to tell you about; to contact you if we need to obtain or provide additional information; to check our records are right and to check every now and then that you're happy and satisfied.

Children and Privacy

If you're aged 13 or under, you need to get permission to register on our site from your parents or guardian.

Use of Cookies

When someone visits www.essexductworkservices.co.uk we use a third-party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone. We do not make, and do not allow Google to make, any attempt to find out the identities of those visiting our website.

Access of your personal data

YOU are entitled to access the personal information that we hold on. Email your request to <u>admin@essexductworkservices.co.uk</u>. An administrative fee may be payable





Updating Your Personal Information and Unsubscribing

You can unsubscribe to general mailings at any time of the day or night by emailing <u>admin@essexductworkservices.co.uk</u>.

Your consent by using our web site

You consent to the collection and use of the information you provide to us as outlined in this Privacy Policy. We may change this Privacy Policy from time to time and without notice, so make sure you check back occasionally. If we change our Privacy Policy, we will publish those changes on this page. If you have any questions or concerns about our collection, use or disclosure of your personal information, please drop us a line at <u>admin@essexductworkservices.co.uk</u>. Thanks for reading all the way to the end. To make sure we're always at the top of our game, we reserve our right to make any changes and updates to the privacy policy without giving you notice as and when we need to. We'll always make sure that the most up to date privacy policy id posted on our website, you can read through whenever you like.