

# IoFMT Professional Services Limited

## Privacy Policy

Document ID	Version and Date	Changes
SOP/PP	V1 – 13/12/2024	N/A
Updated By	Approved By	Data Classification
N/A	Chris Adams	Public

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## Document Control

This document is the responsibility of the Author. It is subject to formal change control after the initial approved release (which is version 1). Change requests must be communicated to the Author in writing.

Agreed changes are recorded in the Version History of the document (see below).

### Version History

Date	Version	Author	Changes
13/12/2024	Version 1	Chris Adams	Document created

### Reviewers

Date	Name	Role
13/12/2024	Chris Adams	Director

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## Overview

www.ioFMT.com values your privacy. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website, www.ioFMT.com, or use any of our services. Please read this policy carefully. If you do not agree with the terms of this Privacy Policy, please do not continue to access the site.

## Information We Collect

- Name
- Email address

## Non-Personal Information

- IP address
- Browser type
- Operating system
- Pages visited and time spent on the site
- Referring website URLs

## Cookies and Tracking Technologies

We may use cookies, web beacons, and other tracking technologies to enhance your experience on our website. You can adjust your browser settings to refuse cookies; however, some features of the site may not function properly.

## How we Use Your Information

- To provide and maintain our website and services
- To improve your user experience
- To send updates, promotional materials, or respond to inquiries
- To comply with our legal obligations

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## Sharing your Information

We may share your information in the following ways:

### With Service Providers

We may share your data with trusted third-party service providers that help us operate our website or deliver services to you, such as:

- Analytics Providers
- Marketing Platforms

## Legal Requirements

We may disclose your information if required to do so by law or in response to valid legal requests

## Business Transfers

In the event of a merger, sale, or acquisition, your data may be transferred to the new entity.

## Your Rights

Depending on your location, you may have the following rights:

- Access your data
- Correct or update your data
- Delete your data
- Restrict or object to data processing
- Withdraw consent for data processing
- Request data portability

To exercise these rights, please contact us at [Office@IoFMT.com](mailto:Office@IoFMT.com)

## Data Retention

We retain your information only as long as necessary to fulfil the purposes outlined in this Privacy Policy, unless a longer retention period is required by law

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### Security

We implement reasonable security measures to protect your information from unauthorised access, disclosure, alteration, or destruction. However, no data transmission over the internet is entirely secure. Use our website at your own risk

### Third-Party Links

Our website may contain links to third-party websites. We are not responsible for the privacy practices of these sites. Please review their policies before providing any personal data

### Changes to This Policy

We may update this Privacy Policy from time to time. Any changes will be posted on this page with an updated "Effective Date." We encourage you to review this policy periodically

### Contact Us

**Address:** IoFMT Professional Services Limited  
85 Great Portland Street  
London  
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**Email:** [Office@IoFMT.com](mailto:Office@IoFMT.com)  
**Phone:** +44 (0) 203 576 4061

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