

# **Privacy Policy**

#### What information do we collect?

We do not store credit/debit card details, nor share those with any 3rd party

We collect information from you when you register as a client with us and place an order with Generation Press Ltd. We store this information & working papers for 7 years in accordance with UK law.

When visiting our website you are not tracked and it is an anonymous visit. We do not take any information nor register customers through our website.

#### What do we use your information for?

Any of the information we collect from you may be used in one of the following ways:

• To process transactions

• Your information, whether public or private, will not be sold, exchanged, transferred, or given to any other company for any reason whatsoever, without your consent, other than for the express purpose of delivering the purchased product or service requested.

• To send periodic emails

• The email address you provide for order processing, may be used to send you information and updates pertaining to your order, in addition to receiving occasional company news, updates, related product or service information, etc. Note: If at any time you would like to unsubscribe from receiving future emails, please

contact <u>kate@generationpress.co.uk</u>.

## How do we protect your information?

We implement a variety of security measures to maintain the safety of your personal information when you place an order or enter, submit, or access your personal information.

We offer the use of a secure server. All supplied sensitive information is transmitted via Secure Socket Layer (SSL) technology and then encrypted into our Payment gateway providers database only to be accessible by those authorised with special access rights to such systems, and are required to keep the information confidential.

## Do we disclose any information to outside parties?

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information.

## **Changes to our Privacy Policy**

If we decide to change our privacy policy, we will post those changes on this page, and/or update the Privacy Policy modification date below.