



Privacy Policy

VideoCentric Ltd is committed to ensuring that your privacy is protected. We want our customer information to be safe and aim to ensure the information you provide to us remains private and secure. This document answers some important questions about how we collect and protect your details. VideoCentric Ltd may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes.

We may store some information about our customers if this information has been filled in by the individual on our website or related sites for example, customer contact details and other information relevant to the customer. A user wishing to remain anonymous will have full access to our site and features and will not be affected by the undisclosed of their information unless a response is required. We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our services and website
- Rarely we may send mail/emails about news, products, events or other information which we think you may find interesting using the contact information which you have provided.
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect. Network services, equipment hosting and information security is offered to the ISO27001 security level, which includes battery back-up, diesel generator, intruder detection, fire management, air temperature, moisture & dust management and event alarm.

Cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We may use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of our/other websites.

Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Controlling your personal information

You may choose to restrict the collection or use of your personal information, or if you have previously agreed to us using your personal information for direct marketing purposes and wish to change your preferences, please email us at marketing@videocentric.co.uk

We will not sell, distribute or lease your personal information to third parties unless we are required by law to do so or to Credit/Leasing agents for the purpose of financing sales. We are unlikely to use your personal information to send you promotional information about third parties.

You may request details of personal information which we hold about you under the Data Protection Act 1998. A small admin fee may be payable. If you would like a copy of the information held on you please email info@videocentric.co.uk

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.

VideoCentric also have Health & Safety, Environmental and Ethical policies in place and can be viewed at www.videocentric.co.uk

Signature _____

Managing Director & Commercial/Contracts Manager, VideoCentric Ltd

Date: 1st January 2011