

## **Privacy Policy**

#### Introduction

Edgmond Group Ltd. have a sincere regard for individuals privacy and operate an anti-spam policy. Any mailings from Edgmond Group Ltd. are done so on an 'opt-in' basis and are targeted only at those individuals whom we think may genuinely have interest in the products, services or events on offer.

The rest of the privacy statement details what information we capture about visitors to the site, and what we do with it.

## **Information Captured**

Information captured about visitors to the site falls into two distinct categories, i.e. Personal Information, such as e-mail, postal and IP addresses, telephone numbers etc, and non-personal information from which a visitor could not be traced, such as the operating system being used, the browser, etc.

Personal Information may be captured when a visitor orders or downloads a product from the web site or when a visitor explicitly sends us this information through an e-mail or contact form. This information may be used to send out promotional materials but only on a carefully selected opt-in basis. Personal information will never knowingly be gathered or used without the knowledge of the site visitor. Personal information is never made available to any third party without the express permission of the individual concerned.

Non-personal Information such as the visitors' operating systems, browsers, etc, is collected in the form of a standard W3C log file. This information is transmitted to the web server as part of the HTTP header. We may use this information to analyse the performance of our web site, to obtain statistics about browser and OS usages, etc. Such information may be made available to third parties and/or the general public in aggregate form only, from which it is not possible to trace any individual visitor.

# Cookies

A cookie is a small file that is stored on your computer or device when you visit a website, and helps to analyse web traffic. We use traffic log cookies to identify which pages are being used. This helps us analyse data about webpage traffic and improve our website in order to tailor it to customer needs. 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 the website.

### Internet-based transfers

Given that the Internet is a global environment, using the Internet to collect and process personal data necessarily involves the transmission of data on an international basis. Therefore, by browsing this site and communicating electronically with us you acknowledge and agree to our processing of personal data in this way.

### Complaints & queries

If you have any complaints or queries about our privacy policy, e-mail us at info@edgmondgroup.co.uk