

Privacy Policy

Introduction

The purpose of this policy is to explain how The Private Domain Company collects protects and uses personal data. The Private Domain Company is committed to ensuring that any personal data supplied by its customers or is otherwise generated by its business activities is collected and processed fairly and lawfully in accordance with the UK Data Protection Act 1998.

What Types Of Personal Data Does The Private Domain Company Collect?

The Private Domain Company needs certain personal data to enable it to provide its products and services to its customers and end users. The personal data collected will generally include: company name company size and sector individual contact names and job titles for delivery installation support and billing postal address telephone and fax numbers e-mail addresses. The Private Domain Company also has access to personal data that is generated over the The Private Domain Company network including IP and email addresses for incoming and outgoing data and network usage data. In certain circumstances The Private Domain Company may also collect financial information about The Private Domain Company customers and end users from third parties to enable The Private Domain Company to assess its risks in granting credit terms and contact information about organisations The Private Domain Company considers may be interested in The Private Domain Company products and services.

How Does The Private Domain Company Obtain Personal Data?

The Private Domain Company obtains personal data in a number of ways including from orders placed by customers and end users (whether by telephone fax or email or by application form) from enquiries made by existing customers and potential customers (including information gathered at marketing events and via the The Private Domain Company web site) from third party list brokers from resellers who pass on personal data to The Private Domain Company about end users and directly from the The Private Domain Company network.

How Does The Private Domain Company Use The Personal Data That It Holds?

Providing and Improving The Private Domain Company Service

Most of The Private Domain Company use of personal data is necessary to enable it to provide a service to its customers and its end users including order processing delivery installation and support services as well as for invoicing and in order to answer general customer enquiries. In addition The Private Domain Company may also use personal data to improve on the level and type of service The Private Domain Company offers to its customers. As part of this interest in improving the service provided The Private Domain Company may process personal data for the purposes of sales analysis and customer usage statistics.

Direct Marketing

The Private Domain Company may from time to time inform its customers end users and potential customers about The Private Domain Company and The Private Domain Company affiliate products and services and other information The Private Domain Company feels may be of interest. Customers and other recipients of information from The Private Domain Company may indicate at the time they first place an order with The Private Domain Company whether or not they wish to receive such information or at any later time by simply contacting The Private Domain Company.

To Whom Does The Private Domain Company Disclose Personal Data?

The Private Domain Company will pass personal data within its internal departments in order to fulfil sales and support obligations as well as to finance departments to enable invoicing. As a general rule The Private Domain Company does not disclose personal data to unaffiliated third parties except where customer consent has been obtained where The Private Domain Company is under an obligation by law to disclose personal data or where The Private Domain Company has contracted with third parties to assist in providing services to The Private Domain Company customers such as for delivery installation and systems support services.

How Does The Private Domain Company Protect the Personal Data it Holds?

The Private Domain Company takes customer confidentiality and security very seriously. The Private Domain Company has implemented appropriate internal security procedures that restrict access to and disclosure of personal data within The Private Domain Company. These procedures will be reviewed from time to time to determine whether they are being complied with and are effective. The Private Domain Company will also actively investigate and cooperate with law enforcement agencies any allegations of abuse or violation of system or network security as set out in the applicable The Private Domain Company Acceptable Use Policy.

Customers Rights

European Economic Area legislation gives individuals whose personal data is held by The Private Domain Company specific rights to access and rectify personal data held about them. These include the right to: obtain from The Private Domain Company for a prescribed fee confirmation that personal data is held as well as a written description of such personal data the purpose(s) for which it is being used the source(s) of the personal data and details of any recipients request the deletion or rectification of personal data which is inaccurate as explained in Direct Marketing above to object to any unsolicited information sent by The Private Domain Company regarding promotions or new products and services.

Contact Details

If any individual wishes to contact The Private Domain Company regarding the personal data held about them or has any other question about The Private Domain Company data privacy procedures they should send a letter to the directors of The Private Domain Company.

Policy Updates

As part of The Private Domain Companies commitment to compliance with data privacy requirements and to reflect changes in The Private Domain Company operating procedures The Private Domain Company may vary the terms of this policy from time to time and will post the revised policy on this website