

## :Privacy Policy

IN RELATION TO ALL WEB SITE SERVICES OFFERED BY STOREYS:SSP ON THIS WEB SITE

storeys:ssp are committed to:

- Protecting the personal information you give us
- Telling you how we use the information we obtain from you
- Getting your consent to our disclosure of your personal information

Our privacy policy is set out in detail below. Any changes to this policy will be posted here.

### WHY WE COLLECT INFORMATION ABOUT YOU?

We may use information about you to help us to customise our site to improve its usefulness to you. It can also help us to choose services we think will interest you.

### WHAT INFORMATION DO WE COLLECT:

We may collect information from you when you fill in an online registration form. We may also collect information you give us over the telephone or in written or other communications. The type of information we will collect includes, for example, your name, mailing address, email address, telephone numbers and preferences.

We collect information about your use of our sites' web site services through "cookies". Cookies are blocks of text placed in files on your computer's hard drive when you visit a website which contain information to identify you. A cookie does not contain any personal information you have provided us with, except your user name or email address, unless the cookie is attached to personal information collected another way, such as by means of your online registration form.

Where it is lawful and necessary, we may monitor emails you send and receive. We will not make use of your personal information for direct marketing activities or supply this information to third parties for their direct marketing activities without your consent. When you give us any personal information we may want to use you will be given an opportunity to refuse consent for various uses of your information.

If having given your consent you subsequently decide you no longer wish to receive direct marketing or information from us or our associated companies, or no longer want us to pass your information to third parties, please notify us by email.

### HOW WE ENSURE YOUR PRIVACY:

We endeavour to ensure that your data is stored securely and to prevent unauthorised access. We have security measures in place to protect your information which we monitor regularly. However, because of the nature of the Internet, we cannot guarantee that your information will remain at all times 100% secure.

Our policy is to comply with all legislation which governs the maintenance of privacy in your information.

Our web site provides a number of links to web sites not operated by us or by companies associated with us. We take no responsibility for the use of any information about you which is collected as a result of your use of these web sites and this privacy policy does not extend to any web site operated by anybody other than us.

### DISCLOSING YOUR INFORMATION TO THIRD PARTIES

The personal information you give us is only disclosed to other businesses if we have your permission.

We may disclose details about use of our web site to other businesses but the information we pass on will not include any personal information by which you may be identified.

We endeavour to prevent unauthorised disclosures of your personal information by other people, but we are not responsible for any unauthorised disclosures or other breaches of security or for the action of others if the information was passed to them with your authority or with the authority of anybody other than us.