

Privacy Statement (Rev 1.6 5th July 2020)

AJD Computer Services Ltd. takes your privacy seriously and takes every reasonable precaution to safeguard any information voluntarily provided to us. This online Privacy Policy is designed to tell you about how we will collect and use any information provided.

AJD Computer Services Ltd. whose registered office is at 5 Chesham Road, Stafford. Staffordshire. ST16 3JP (Company Registered No. 05139219).is the data controller of the website and complies with the standards, procedures and requirements laid down by the Data Protection Act 2018 (“DPA”) and the new GDPR regulations, to ensure that any data you give us is kept secure and processed fairly and lawfully. No personal information is publicly accessible nor shared with other organisations.

What Information do we collect?

When you register with us we will collect your registration details in order to process you or your organisation’s application, and to administer the relevant accounts. We will collect information relating to your application, which may include personal information such as your name, title, company or organisation name, work e-mail and work phone number. We will also collect subsequent information provided when you use the account, and to keep a record of purchases or orders placed. The legal basis for this is processing is the performance of a contract between you and us. We will retain this account information until the account is closed after which point we will retain for a period of 12 months.

We may also (for any visitor to our website) collect information about the domain from which you are visiting, and information regarding what pages you access. The legal basis for this processing is our legitimate interests, namely the proper administration of our website and business. We will retain this information for a period of 12 months.

You must notify AJD Computer Services Ltd. of any updates, amendments or corrections to your previously collected information by contacting us via the Contact Us section on this website or by emailing corrections@ajdcomputerservices.com.

Main uses of Information

By registering with AJD Computer Services Ltd. you consent to our processing your information for the following purposes

1. to evaluate and enhance the provision of our commercial activities, which may involve a AJD Computer Services Ltd. representative contacting you;
2. to carry out basic checks to ensure that your details are genuine to prevent fraudulent use of credit card information;
3. market research, including statistical analysis of user behaviour which we may disclose to third parties in depersonalised aggregated form;
4. in order to enable us to comply with any requirements imposed on us by law; and in order to send you periodic communications (this may include e-mail) about features, products and services, events and special offers

Cookies

AJD Computer Services Ltd. may use resident cookies to store data on your hard disk for the purpose of identifying you when you return to our website. Cookies do not attach to your system or damage your files. If you have resident cookies disabled in your browser you are still able to use our website, but you will not have the benefit of an automatic login. We may use cookies to observe behaviour and compile aggregate data in order to improve the website, target the advertising and assess general effectiveness of such advertising.

Security

AJD Computer Services Ltd. takes every reasonable precaution to protect our users’ information with the aid of encryption software. However, the Internet is not a 100% secure medium for communication and, accordingly AJD Computer Services Ltd. cannot guarantee the security of the information you send to AJD Computer Services Ltd. via the Internet. AJD Computer Services Ltd. is not responsible for any loss or damage you or others may suffer as a result of the loss of confidentiality of such information.

Disclaimer

AJD Computer Services Ltd. does not guarantee the accuracy or validity of the information and materials on this website. AJD Computer Services Ltd. cannot be held responsible for any errors or omissions and accepts no liability whatsoever for any loss or damage howsoever arising.

Changes to this Policy

AJD Computer Services Ltd. may occasionally update this Privacy Policy, including where there are amendments/revisions with regulations. When we do, we will also revise the "last updated" date at the top of the Privacy Policy. For material changes to this Privacy Policy, we will notify you either by placing a prominent notice on the home page of our website or by directly sending you a notification. We encourage you to periodically review this Privacy Policy to stay informed about how we are helping to

protect the personal information we collect. Your continued use of the service constitutes your agreement to this Privacy Policy and any updates.

Contact details

If you have any questions regarding this Privacy Policy or require any further information please send your request by email to sales@ajdcomputerservices.com