

Skotkonung Ltd: Privacy Policy

We are committed to safeguarding the privacy of our web and mobile applications users; this policy sets out how we will treat your personal information.

(1) What information do we collect?

We may collect, store and use the following kinds of personal data:

- (a) information about your computer, mobile device and about your visits to and use of this web and mobile applications (including your IP address, geographical location, browser type, referral source, length of visit and number of page views);
- (c) information that you provide to us for the purpose of registering with us (including Name, address, email, telephone and other bio data);
- (e) any other information that you choose to send to us; and
- (f) Names, addresses, geolocations, door images, signatures and contact telephone numbers in some occasions of clients serviced using the application.

(2) Cookies

A cookie consists of information sent by a web server to a web browser, and stored by the browser. The information is then sent back to the server each time the browser requests a page from the server. This enables the web server to identify and track the web browser.

We use "session" cookies on the web and mobile applications. We will use the session cookies to: keep track of you whilst you navigate the web and mobile applications; and to control access and access permissions.

Session cookies will be deleted from your computer when you close your browser.

Most browsers allow you to reject all cookies, whilst some browsers allow you to reject just third party cookies. For example, in Internet Explorer you can refuse all cookies by clicking "Tools", "Internet Options", "Privacy", and selecting "Block all cookies" using the sliding selector. Blocking all cookies will, however, have a negative impact upon the usability of many web and mobile applications, including those provided by us.

(3) Using your personal data

Personal data submitted on this web and mobile applications will be used for the purposes specified in this privacy policy or in relevant parts of the web and mobile applications.

We may use your personal information to:

- (a) administer the web and mobile applications;
- (b) improve your browsing experience by personalizing the web and mobile applications;
- (c) enable your use of the services available on the web and mobile applications;
- (d) send to you goods purchased via the web and mobile applications, and supply to you services purchased via the web and mobile applications;
- (e) send statements and invoices to you, and collect payments from you;
- (f) send you general (non-marketing) commercial communications;
- (g) send you email notifications which you have specifically requested;
- (i) provide third parties with statistical information about our users – but this information will not be used to identify any individual user; and
- (j) deal with enquiries and complaints made by or about you relating to the web and mobile applications.

Where you submit personal information for publication on our web and mobile applications, we will publish and otherwise use that information in accordance with the license you grant to us.

We will not without your express consent provide your personal information to any third parties for the purpose of direct marketing.

(4) Disclosures

We may disclose information about you to any of our employees, officers, agents, holding companies, suppliers or subcontractors insofar as reasonably necessary for the purposes as set out in this privacy policy.

In addition, we may disclose information about you:

Skotkonung Ltd: Privacy Policy

- (a) to the extent that we are required to do so by law;
- (b) in connection with any legal proceedings or prospective legal proceedings;
- (c) in order to establish, exercise or defend our legal rights (including providing information to others for the purposes of fraud prevention and reducing credit risk); and
- (d) to the purchaser (or prospective purchaser) of any business or asset which we are (or are contemplating) selling.

Except as provided in this privacy policy, we will not provide your information to third parties.

(5) International data transfers

Information that we collect may be stored and processed in and transferred between any of the countries in which we operate in order to enable us to use the information in accordance with this privacy policy.

Information which you provide may be transferred to countries (including the United States, which do not have data protection laws equivalent to those in force in the European Economic Areas (EEA)).

You expressly agree to such transfers of personal information.

(6) Security of your personal data

We will take reasonable technical and organisational precautions to prevent the loss, misuse or alteration of your personal information.

We will store all the personal information you provide on our secure (password- and firewall- protected) servers. All electronic transactions you make to or receive from us will be encrypted using SSL technology.

Of course, data transmission over the internet is inherently insecure, and we cannot guarantee the security of data sent over the internet.

You are responsible for keeping your password and user details confidential. We will not ask you for your password.

(7) Policy amendments

We may update this privacy policy from time-to-time by posting a new version on our web and mobile applications. You should check this page occasionally to ensure you are happy with any changes.

We may also notify you of changes to our privacy policy by email.

(8) Your rights

You may instruct us to provide you with any personal information we hold about you. Provision of such information may be subject to the payment of a fee (currently fixed at £10.00 per request payable to us on demand).

You may instruct us not to process your personal data for marketing purposes by email at any time. In practice, you will usually either expressly agree in advance to our use of your personal data for marketing purposes, or we will provide you with an opportunity to opt-out of the use of your personal data for marketing purposes.

(9) Third party web and mobile applications

The web and mobile applications contains links to other web and mobile applications. We are not responsible for the privacy policies or practices of third party web and mobile applications.

(10) Updating information

Please let us know if the personal information which we hold about you needs to be corrected or updated. If you do not then we will assume your data is correct.

(11) Contact

If you have any questions about this privacy policy or our treatment of your personal data, please write to us by email to contact@skotkonung.com or by post to Skotkonung Ltd, Merlin House, Brunel Road, Theale, Berkshire, RG7 4AB. United Kingdom.

(12) Data controller

The data controller responsible for our web and mobile applications is Skotkonung Ltd. Our ICO registration number is Z3174333.