

Dantec Limited is committed to ensuring that your privacy is protected. This privacy policy explains how we use the information we collect about you and how you can instruct us if you prefer to limit the use of that information.

### **1. The information we collect and how we use it**

When you register for our service we need to know your name, job title and function, company name and type, address, telephone and fax number and email address.

We gather this information to allow us to process your registration and to fulfil your request. The relevant information is then used exclusively by Dantec Limited. We will not pass your data to anyone else unless that person is acting on our behalf or you give us express consent.

We may also use aggregate information and statistics for the purposes of monitoring website usage in order to help us develop the website and our services. These statistics will not include information that can be used to identify any individual.

From time to time we may provide your information to our customer service agencies for research and analysis purposes so that we can monitor and improve the services we provide. We or our agents may contact you by post, e-mail or telephone to ask you for your feedback and comments on our services.

We and our group companies may also wish to provide you with information about special features of our website or any other service or products we think may be of interest to you. If you would rather not receive this information, please send an e-mail message to [sales@dantec.com](mailto:sales@dantec.com).

### **2. Our use of cookies and other information gathering technologies**

A "cookie" is a small text file that is placed on a user's computer hard drive by a website. There are several types of cookie and the most common are often referred to as 'session' cookies. These are used to keep track of information needed by a user as they travel from page to page within a website. These cookies have a short lifetime and expire within a few minutes of the user leaving the site.

Our website only uses short-lived "session cookies" in order to provide the stated functionality for registered, logged-in users.

### **3. Your consent**

By submitting your information you consent to the use of that information as set out in this policy.

If we change our privacy policy we will post the changes on this page, and may place notices on other pages of the website, so that you may be aware of the information we collect and how we use it at all times. Continued use of the service will signify that you agree to any such changes.

### **4. How to contact us**

We welcome your views about our website and our privacy policy. If you would like to contact us with any queries or comments please send an e-mail to [sales@dantec.com](mailto:sales@dantec.com).