



PRIVACY POLICY for Betton Design Limited
Company No. 05698608

25th January 2012

t. +44 (0) 1723 866058

www.bettondesign.co.uk
studio@bettondesign.co.uk

VAT No. 916 2438 28

betton**design**
unit 1a
betton business park
racecourse road
scarborough
north yorkshire
yo13 9hd

Your privacy is very important to us. Accordingly, we have developed this Policy in order for you to understand how we collect, use, communicate, disclose and make use of personal information. The following outlines our privacy policy.

- Before or at the time of collecting personal information, we will identify the purposes for which information is being collected.
- We will collect and use the personal information solely with the objective of fulfilling those purposes specified by us and for other compatible purposes, unless we obtain the consent of the individual concerned or as required by law.
- We will only retain personal information as long as necessary for the fulfilment of those purposes.
- We will collect personal information by lawful and fair means and, where appropriate, with the knowledge or consent of the individual concerned.
- Personal data should be relevant to the purposes for which it is to be used, and, to the extent necessary for those purposes, should be accurate, complete, and up-to-date.
- We will protect personal information by reasonable security safeguards against loss or theft, as well as unauthorized access, disclosure, copying, use or modification.
- We will never share, sell, or rent individual personal information with anyone for their promotional use without your advance permission or unless ordered by a court of law.
- If you would like to remove your information from our database, this can easily be done by following the unsubscribe link at the bottom the received email. This is an automated removal. In the unlikely event that you continue to receive unwanted mail, please contact us directly and we will ensure that your details are removed manually.
- We are committed to conducting our business in accordance with these principles in order to ensure that the confidentiality of personal information is protected and maintained.

Privacy Policy Changes

This policy was created on 25th January 2012.