



**Alive Communications Limited**  
**[www.alivecomms.com](http://www.alivecomms.com)**

## **Privacy Policy**

Alive Communications Limited is committed to the privacy of all its customers and will ensure their privacy is protected.

This privacy policy sets out how Alive Communications Limited will store, use or protect any information that you give to Alive Communications Limited.

[www.alivecomms.com](http://www.alivecomms.com) is owned by Alive Communications Limited. Any information you provide to us will be dealt with in accordance with this privacy policy. Under the terms of the UK Data Protection Acts (1984, 1998), we maintain strict security procedures in the storage and disclosure of all customer or client information.

This privacy policy may change from time to time so please check this page regularly to ensure that you are happy with any changes. This policy is effective from January 2018.

If you have any concerns or questions about privacy, please contact us at [hallo@alivecomms.com](mailto:hallo@alivecomms.com)

### **Use Made of Personal Information**

Personal information provided to Alive Communications Limited via the Alive Communications Limited website or via work emails will be used for the purposes outlined at the time of collection. In addition, personal information may be used for statistical analysis.

Personal data will be collected and processed by Alive Communications Limited for the following purposes:

To provide goods and services, including marketing, advertising and promotions, unless a user elects to opt-out of receiving such communications. Your personal details will not be made available to any third parties.

### **Consent**

By providing personal data to Alive Communications Limited users consent to the processing of such data by Alive Communications Limited as described in this privacy policy.

### **Use of Data For Direct Marketing Purposes**

At each point of data collection users are given the opportunity to opt-out of receiving future direct marketing material from Alive. Where users do not opt-out of such communications, Alive Communications Limited may provide information on The Company's products and services. If at any time users want Alive Communications Limited to stop sending such communications they should write to:

Alive Communications Limited, The Studio, 4 Old Frensham Road, Farnham, Surrey, GU10 3PU.

Verifying, updating and amending your personal information

If, at any time, a user wants to verify, update or amend their personal data they may simply email their request to [hallo@alivecomms.com](mailto:hallo@alivecomms.com).

## **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure, we have put in place physical and electronic procedures to safeguard and secure the information we collect online. This is all in accordance with the UK Data Protection laws / General Data Protection Regulation May 2018. Our security procedures do mean that we may occasionally require proof of identity before we are able to disclose sensitive information to you.

## **Links to other websites**

[www.alivecomms.com](http://www.alivecomms.com) may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that external website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

## **Controlling your personal information**

When you use this site and have not advised us to the contrary, you are agreeing that we may use your personal information for the purposes set out in this policy.

If you have previously agreed for us to use your personal information for direct marketing purposes, you may change your mind at any time by writing to or emailing us at:

Alive Communications Limited, The Studio, 4 Old Frensham Road, Farnham, Surrey, G10 3PU.

We will not sell, distribute or lease your personal information to third parties.

## **Information about you**

If you believe that any information we are holding on you is incorrect or incomplete, please e-mail us at [hallo@alivecomms.com](mailto:hallo@alivecomms.com) as soon as possible. We will promptly correct any information which was found to be incorrect.