

# Privacy & Cookies

## Privacy

We are committed to protecting your privacy. We will only use the information that we collect about you lawfully (in accordance with GDPR).

We do not automatically collect any personally identifiable information about you. This information is only collected when you enter your name, telephone number and/or email address on the site. We will never collect sensitive information about you without your explicit consent.

We will endeavour to keep the information we hold about you up to date. You can check the information that we hold about you by emailing us at the email address provided below. If there are any inaccuracies please let us know and we will correct it promptly.

The personal information which we hold will be held securely in accordance with our internal security policy and the law.

We may use technology such as a "cookie" to monitor users of this site such as which areas of the site you use most or least often and how often you use the website. A "cookie" is a piece of data stored on the user's hard drive containing information about the user, it is not linked to any of your personal information on our site. It may be possible for you to modify your browser to prevent this happening and you may still be able to use our site.

## Cookies

Where services are delivered on the internet, this sometimes involves placing small amounts of information on a visitor's device, for example, computer or mobile phone. These include small files known as cookies. They cannot be used to identify you personally.

These pieces of information are used to improve services for you through, for example:

- enabling a service to recognise your device so you don't have to give the same information several times during one task
- measuring how many people are using services, so they can be made easier to use and there's enough capacity to ensure they are fast

You can manage these small files yourself and learn more about them through Internet browser cookies –<https://www.gov.uk/help/cookies>. If you have any questions/comments about privacy, please contact us at [info@arddentec.co.uk](mailto:info@arddentec.co.uk).