

# Merit Publications Ltd Privacy Policy

This privacy policy sets out how Merit Publications Ltd uses and protects any information that you give our publications, or provide when you visit this website.

Merit Publications Ltd is committed to ensuring that your privacy is protected. We may change this policy from time to time by updating this page. Please check this page from time to time to ensure that you are happy with any changes. This policy is effective from May 24, 2018.

## **What we collect**

We may collect the following information:

- Name and job title
- Contact information including email address
- Demographic information such as postcode

## **What we do with the information we gather**

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- To improve our products and services.
- We may periodically send promotional emails about new services or other information which we think you may find interesting.
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone or mail.

## **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable electronic and managerial procedures to safeguard and secure the information we collect. Your information is not shared with other parties without your explicit consent.

## **How we use cookies:**

We use traffic log cookies to identify which pages are being used. This helps us analyse data about webpage traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer.

## **Links to other websites**

Our website 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 other 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.

## **Controlling your personal information**

You may choose to restrict the collection or use of your personal information in the following ways:

If you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by emailing us at [info@purebuxton.co.uk](mailto:info@purebuxton.co.uk) (or [info@purepeak.co.uk](mailto:info@purepeak.co.uk))

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so.

You may request details of personal information which we hold about you. If you would like a copy of the information held on you, please email [info@...](mailto:info@...) Or write to: Data Protection Officer, Merit Publications Ltd, PO Box 140, Buxton SK17 1AU.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us at the above addresses. We will promptly correct any information found to be incorrect.