



Privacy Policy - Pink Echidna Productions Ltd ("PEP")

Definition:

A Privacy Policy can be defined as the policy under which a company or organization operating a web site handles the personal information collected about visitors to the site. For most of us consumers, privacy involves protecting our integrity and our right to disclose or not, our personal information to third parties without letting anybody bother us with unsolicited communications if we do not want to be contacted.

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1) Types of information we collect and how we will use it:

When we at Pink Echidna ask for your 'information', or any personal or company details, whether it be purely your name, email address or more detailed information, we will treat it with the utmost security and confidentiality, and this information will not be used for anything other than the purpose for which it was first asked.

This data will not be passed on to any other companies, clients or external bodies without full prior consent by the person or company, unless this is stated initially for the purpose of obtaining the information.

We understand the importance of people's personal details, and at Pink Echidna we completely respect your privacy and value your time taken to give us this data, we therefore will always handle it in a way that we would also wish ours to be handled by other companies.

Why might we need to obtain your details when you subscribe to our newsletter or for other reasons?

- For inclusion in our opt-in/out newsletters
- For notifying you of any changes to our site or of our services and general company information
- For sending offers or exclusive incentive deals to you from us or our trusted clients
- To help us to improve our service through feedback and comments

2) How our server and online operations are secure:

We use secure methods for capturing, handling and storing your data, along with our companies' own information. At Pink Echidna we like to be as transparent as possible to help develop a level of trust with our clients, as this allows us to provide you with a better value of personalised service going forward.

When we receive your details via email whether it is a request for call-back or you have registered on one of our websites, you can be assured that only people with authenticated logins within our company can access this information securely.

If it is stored on anything other than the server hosting the site, then it is backed up securely and encrypted to the highest level ensuring that no one can access this information.

3) Opt-in/out

We give all of our customers the option to be able to start or stop receiving emails from us by having an opt-in/opt-out policy. This is on correspondence like our newsletters or incentive emails and will be displayed with an 'unsubscribe option' near the bottom of the text content, we may then email you asking if you meant to unsubscribe before removing you from our list.

We can also ensure that if you so wish any data stored on you or your company be electronically 'shredded', we can do so by using military standard approved (seven-times delete and overwrite) software.

If at any time you wish to know what information we have stored on you or your company, then we may need to ask you a few security questions to ensure we are satisfied that we are talking to you or someone who has permission to know or request this privileged information.

4) Change of information

If you need us to change the information we have on you then this can be done by first emailing us at events@pep-uk.net highlighting your current information and what needs adding/changing, or by clicking the 'request call-back' link on our homepage and we will happily call you within 24 hours. Please be sure to include a current telephone number in any email so that we are able to contact you this way if we need to.

5) Policy Changes

If we at PEP revise our Privacy Policy at all, this will be first published on our website as per this document and will always be available to view online or via email at your request.

6) Who to contact for queries on our Privacy Policy?

If there are any questions you have that are not explicitly covered in our Privacy Policy, then please feel free to email us at events@pep-uk.net or call our main number +44 (0) 1623 758 021.

Or write to us at:

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