

## **Privacy Policy**

1<sup>st</sup> January 2016

The following statement describes the Website Privacy Policy ("Policy") for swindonpowertrain.com and other websites operated by Swindon Powertrain Ltd (the "Sites"). Swindon Powertrain Ltd updates its Policy periodically without notice it is advisable to check occasionally for any changes.

We are always ready to explain:

- What personal information is gathered, stored, tracked or used
- With whom the information may be shared
- How you can correct inaccuracies in information

You can contact us directly at the address shown at the bottom of this page.

### **What information we gather and track**

Swindon Powertrain Ltd respects your desire to protect personal information. This page tells you what sort of information Swindon Powertrain Ltd may ask you for, and in what situations.

Personal information is collected when you place an order, request a service or quotation, correspond with us or engage in certain other activities on our website.

For example:

- If you submit an online order with us, you will be asked for information needed to complete the transaction.
- If you request support by email or telephone, we will ask you for information needed to complete the transaction, such as your product registration details and the nature of the problem you are experiencing.

You make all decisions regarding whether or not to proceed with any activity that requests personal information. However, please note that if you do not wish to provide the requested information, you may not be able to complete the transaction.

### **How we use this information**

We use personal information in the following ways:

- To provide you with information about new products, services
- To provide you with special offers that may be of interest to you
- To assist us in creating better products and services to meet your needs
- To help you quickly find information relevant to you on our websites

Swindon Powertrain Ltd retains the services of outside contractors to provide services for us. These may be used to distribute products, provide support, or handle order processing. Contractors must keep the personal information of customers secure and confidential, and use personal information only on behalf of Swindon Powertrain Ltd.

We do not store credit card details nor do we share customer details with any 3<sup>rd</sup> parties. Please be advised that we may disclose your personal information if legally required to do so by government agencies or law enforcement bodies.

### **Security**

We have taken security measures, consistent with international information practices, to protect your personal information. These measures include technical and procedural steps to protect your data from misuse, unauthorized access or disclosure, loss, alteration, or destruction. Credit card information is transmitted using secure socket layer (SSL) encryption and is not retained by Swindon Powertrain Ltd.

Swindon Powertrain Ltd may use cookies from time to time. A cookie is a unique text file that a Web site can send to your browser software. Cookies enable a Web site to tailor information presented to you based on your browsing preferences.

Swindon Powertrain Ltd may use cookies, for instance, to remember you when you register for products or services. If you do not want Swindon Powertrain Ltd to deploy cookies in your browser, you can set your browser to reject cookies or to notify you when a Web site tries to put a cookie in your browser software.

Rejecting cookies may affect your ability to use of some of the products and/or services at our web site.

Swindon Powertrain Ltd may also use cookies to track your visit to our Web site. While our Web servers may automatically log your IP address, this information does not identify you.

### **Statistical information**

We may track domain names, IP addresses, and browser types from people who visit our site. We use this information to produce traffic statistics for the Swindon Powertrain Ltd sites. Such information is not correlated with any personal information.

### **Privacy policy of other companies**

Swindon Powertrain Ltd's websites may contain links to websites of companies with whom we have a relationship. Swindon Powertrain Ltd is not responsible for the privacy practices of these third parties. We encourage you to read their privacy statements, as they may differ from ours.

### **Non-confidential information**

Please remember that information you submit in a news discussion or forum is public information and will not be treated as confidential. Such information can be collected and used by others. Please be careful and responsible when you are online.

### **Contact information**

For questions about this Policy, please contact:

IT Department  
Swindon Powertrain Ltd  
Crampton Road  
Swindon  
SN3 3JJ