

# PRIVACY POLICY

PACE Software Development Ltd are committed to conserving the privacy and security of customer and any third party information. The below statement sets out the PACE Software Development privacy policy.

1. **Information we collect**

In order for you to use our services or receive email responses regarding a service enquiry you may be asked to provide us with personal information about yourself such as name, company name, telephone number, e-mail address and other contact details.

2. **Call recording**

No calls are recorded.

3. **How we use your information**

We have a legal duty under the Data Protection Act 1998 (the "Act") to process all personal information you provide us lawfully and in accordance with the Act. We shall own and control the collected data and it may be used for analysis to review site usage, to improve our website and for direct contacts made at your request. Whilst we will safeguard your information in accordance with the Act, however in certain circumstances it may be mandatory for us to disclose some or all of your personal data, for example if we are required to do so by a court order or regulation. If you wish to be removed from any email correspondence, you can achieve this by responding directly to the email sender requesting removal.

4. **Disclosure of information**

We may disclose information we hold about you to third parties for the purpose of providing services you have requested, as part of the process of sale, or where legitimately requested for legal or regulatory purposes, as part of legal proceedings or prospective legal proceedings. We will not sell, rent or share your personal information, with or to any third parties for marketing purposes.

5. **Keeping your information accurate**

By contacting the "Data Protection Officer" at PACE's registered office, you can request the details of all the information we hold about you. We will then send you a form to help us to provide you with the requested information, which you should complete and return to us.

6. **Cookies**

Our website does not use cookies. Cookies are small data files stored by the browser on your computer's hard drive, these identify your computer to servers and personalise a website for future use. Your personal information is not provided to us by a cookie. If you have not supplied us with your personal data, you can still browse our site anonymously.

7. **IP addresses**

We do not use or record your IP address.

8. **Links**

Our website may contain links to other sites. We are not responsible for the privacy, content or services provided by the sites from such links and they are not covered by this privacy statement.

9. **Changes to this Statement**

PACE may change this statement at any time by publishing the amendments to this website. Whenever you visit this site, you agree to the current privacy statement at that time and shall apply to the data that we hold about you. By using our site, you give us your permission to our use of your personal data as set out in this Statement. If you wish to contact us directly, please visit our contact us page