

SATURN SOLUTIONS

ELECTRONIC DESIGN AND MANUFACTURE

Privacy of Information:

Saturn Solutions Ltd is committed to safeguarding the privacy of our website visitors. This privacy policy details how we will treat your personal information.

1. What information do we collect?

We, or our third party suppliers, may collect, store and use the following kinds of personal data.

- (a) information relating to any transactions carried out between you and us on or in relation to this website, including information relating to any purchase of our goods or services that you make;
- (b) information that you provide to us for the purpose of registering with us;
- (c) information that you provide to us for the purpose of subscribing to our website services, email notifications and / or newsletters;
- (d) any other information that you choose to send to us.

[Financial information is not collected or stored directly on this website. All our website financial transactions are handled through our payment services provider, Paypal. You should only provide your personal information to Paypal after reviewing the Paypal privacy policy (available at [Paypal's website](#)). We will share information with Paypal only to the extent necessary for the purposes of processing payments you make via our website.]

2. Using your personal data

Personal data submitted on this website will be used for the purposes specified in this privacy policy or in relevant parts of the website.

We may use your personal information to:

- (a) administer the website;
- (b) enable your use of the services available on the website;
- (c) send you goods purchased via the website, and supply you services purchased via the website;
- (d) send statements and invoices to you, and collect payments from you;
- (e) send you general (non-marketing) commercial communications;
- (f) send you email notifications that you have specifically requested;
- (g) send you [our newsletter and other] marketing communications relating to our business which we think may be of interest to you by post or, where you have specifically agreed to this, by email or similar technology. (You may inform us at any time if you no longer require marketing communications.);
- (h) deal with enquiries and complaints made by or about you relating to the website.

[We will not, without your express consent, provide your personal information to any third parties for the purpose of direct marketing.]

[All our website financial transactions are handled through our payment services provider, Paypal. You should only provide your personal information to Paypal after reviewing the Paypal privacy policy (available at [Paypal's website](#)). We will share information with Paypal only to the extent necessary for the purposes of processing payments you make via our website.]

3. Disclosures

We may disclose information about you to any of our employees, officers, agents, suppliers or subcontractors insofar as is reasonably necessary for the purposes as set out in this privacy policy.

In addition, we may disclose information about you:

- (a) to the extent that we are required to do so by law;
- (b) in connection with any legal proceedings or prospective legal proceedings;
- (c) in order to establish, exercise or defend our legal rights (including providing information to others for the purposes of fraud prevention and reducing credit risk); and
- (d) to the purchaser (or prospective purchaser) of any business or asset which we are (or are contemplating) selling.

Except as provided in this privacy policy, we will not provide your information to third parties.

4. Security of your personal data

We will take reasonable technical and organisational precautions to prevent loss, misuse or alteration of your personal information.

We will store all of the personal information that you provide on our secure (password and firewall protected) servers. All electronic transactions that you make to or receive from us will be encrypted [using SSL technology].

Of course, data transmission over the internet is inherently insecure, and we cannot guarantee the security of data sent by this medium.

[You are responsible for keeping any passwords and user details confidential. We will not ask you for password information.]

5. Cookies

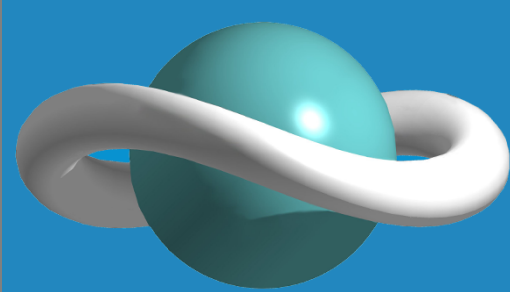
a. What is a cookie?

A cookie is a small amount of data, often including a unique identifier, sent to the browser of your computer or mobile phone (referred to from now as a "device") from a website's computer. It is stored on your device's hard drive. Each website can send its own cookie to your browser if your browser's preferences allow it. To protect your privacy, your browser only permits a website to access the cookies it has already sent to you and not the cookies sent to you by other websites. Many websites do this whenever a user visits them to track online traffic flows.

On some websites, cookies record information about your online preferences so they can tailor the site to your interests. You can set your device's preferences to accept all cookies, notify you when a cookie is issued, or not receive cookies at all.

Selecting the last option means you will not receive certain personalised features, which may result in you being unable to take full advantage of all the website's features. Each browser is different, so please check the "Help" menu of your browser to learn how to change your cookie preferences.

During the course of any visit to our website, every page you see, along with a cookie, is downloaded to your device. Many websites do this because cookies enable website publishers to do useful things like find out whether your device (and probably you) has visited the website before. On a repeat visit this is done by the website's computer checking to see, and finding, the cookie left there on the last visit.



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b. How do we use cookies?

Information supplied by cookies can help us analyse the profile of our visitors, which helps us provide you with a better user experience. For example, if on a previous visit you went to our marketing pages, we might find this out from your cookie and highlight marketing information on subsequent visits.

c. Third party cookies on our pages

Please note that during your visits to our website you may notice some cookies which are unrelated to us. When you visit a page with content embedded from, for example, YouTube or Flickr, you may be presented with cookies from these websites. We do not control the dissemination of these cookies. You should check the third party websites for more information about these.

d. Cookies used on our site

We only use cookies to help us continuously improve our website and maintain a nice browsing experience for our visitors. Here is a list of cookies used on this website;

- Google Analytics - We use cookies to compile visitor statistics such as how many people have visited our website, what type of technology they are using (e.g. Mac or Windows which helps to identify when our site isn't working as it should for particular technologies), how long they spend on the site, what page they look at etc.
- Session cookie - This is a standard cookie just to remember user preferences (Like font size and saves you logging in everytime you visit)

e. How to delete cookies or control them

This site will not use cookies to collect personally identifiable information about you. However, if you wish to restrict or block cookies set by this or any other website, you can do this through your browser settings. The Help function within your browser should tell you how.

6. Policy amendments

We may update this privacy policy from time-to-time by posting a new version on our website. You should check this page occasionally to ensure that you are happy with any changes.

7. Your rights

You may instruct us to provide you with details of any personal information we hold about you. Provision of such information may be subject to the payment of a fee (currently fixed at £10.00).

You may instruct us not to process your personal data for marketing purposes by email at any time. (In practice, you will usually either expressly agree in advance to our use of your personal data for marketing purposes, or we will provide you with an opportunity to opt out of the use of your personal data for marketing purposes.)

8. Third party websites

The website contains links to other websites. We are not responsible for the privacy policies or practices of third party websites.

9. Updating information

Please let us know if the personal information that we hold about you needs to be corrected or updated.

10. Contact

If you have any questions about this privacy policy or our treatment of your personal data, please write to us by email to p.saunders@saturnsolutions.co.uk.

Alternatively you can write to Philip Saunders, Saturn Solutions Ltd., Ingles Yard, Jinton Road, Folkestone, Kent. CT20 2RY.

11. Data controller

The data controller responsible for our website is Philip Saunders.