



Computer Forms Privacy Policy

Key Details

This website privacy policy describes how Computer Forms protects and makes use of the information you give the company when you use this website.

If you are asked to provide information when using this website, it will only be used in the ways described in this privacy policy.

This policy is updated from time to time. The latest version is published on this page.

If you have any questions about this policy, please contact us directly

Introduction

We gather and use certain information about individuals in order to provide products and services and to enable certain functions on this website.

We also collect information to present timely, relevant information to them.

What data we gather

We may collect the following information:

- Name and job title
- Contact information including email address
- Demographic information, such as postcode
- Information relevant to client enquiries
- Other information pertaining to special offers and surveys

How we use this data

Collecting this data helps us by enabling us to deliver improved products and services.

Specifically, we may use data:

- For our own internal records.
- To improve the products and services we provide.
- To contact you in response to a specific enquiry.
- To send you promotional emails about products, services, offers and other things we think might be relevant to you.
- To contact you via email, telephone or mail for market research reasons.

Cookies and how we use them

What is a cookie?

A cookie is a small file placed on your computer's hard drive. It enables our website to identify your computer as you view different pages on our website.

Cookies allow websites and applications to store your preferences in order to present content, options or functions that are specific to you. They also enable us to see information like how many people use the website and what pages they tend to visit.

How we use cookies

We may use cookies to:

- Analyse our web traffic using an analytics package. Aggregated usage data helps us improve the website structure, design, content and functions.
- Test content on our website. For example, 50% of our users might see one piece of content, the other 50% a different piece of content.

Cookies do not provide us with access to your computer or any information about you, other than that which you choose to share with us.

Controlling cookies

You can use your web browser's cookie settings to determine how our website uses cookies. If you do not want our website to store cookies on your computer or device, you should set your web browser to refuse cookies.

However, please note that doing this may affect how our website functions. Some pages and services may become unavailable to you.

Unless you have changed your browser to refuse cookies, our website will issue cookies when you visit it.

Controlling information about you

When you fill in a form or provide your details on our website:

We will never lease, distribute or sell your personal information to third parties.

Any personal information we hold about you is stored and processed under our data protection policy, in line with the Data Protection Act.

Security

We will always hold your information securely.

To prevent unauthorised disclosure or access to your information, we have implemented strong physical and electronic security safeguards.

We also follow stringent procedures to ensure we work with all personal data in line with the Data Protection Act.

Links from our site

Our website may contain links to other websites.

Please note that we have no control of websites outside the www.computer-forms.co.uk, www.securecheques.co.uk and www.giftvoucherprinting.co.uk domains. If you provide information to a website to which we link, we are not responsible for its protection and privacy. Always be wary when submitting data to websites. Read the site's data protection and privacy policies fully.