**Privacy Policy**

**Introduction**The security of your personal data is important to us. In addition to our policies, your personal data is protected by Sciquip Ltd registered as a data controller with the Information Commissioners Office, Data Protection Number ZA347354. We may share information with third parties who provide a service to us, for the purposes outlined in this policy.

**What data do we obtain from you?**When you visit the website you are asked to register and create a profile in order to have an anonymous identity within the site. We store this data (your email, username and password) in order to provide you a way to log into your account.

If you opt in to receive updates about products and services, promotions, special offers, news and events from SciQuip we will collect your email address for this purpose.

You must be 16 years old in order to provide these consents.

When you contact our Customer Services Department via the links and contact details given within the SciQuip website we collect the following personal information for the purpose of providing you with swift and accurate correspondence regarding any queries that you might have: Name, Address, Postcode, E-mail, and Telephone. We collect more than one means of contact to enable us to deal with your query as efficiently as possible.

In specific instances where we need to process further personal data for other purposes, we will ask your permission.

You can also revoke your consent for the processing of your data, at any time by pressing the OPT OUT or UNSUBSCRIBE button.

**Cookies**

A cookie is a text-only string of information that is passed to your computer’s hard disk through your web browser so that the website can remember who you are. Cookies cannot be used by themselves to identify you. A cookie will typically contain the name of the domain from which the cookie has come, the “lifetime” of the cookie, and a value, usually a randomly generated unique number. The data collected will not be used to determine your personal identity or to create a link to the pseudonym under which your profile is generated without your explicit permission.

Like many websites, this website also uses cookies in order to provide you with a more personalised web service. If you also do not wish to receive these cookies then you can easily modify your web browser to refuse cookies, or to notify you when you receive a new cookie. However, you may not be able to use all the interactive features of our site if these cookies are disabled, and so in order to enjoy the site to the full, we recommend that you leave them switched on.

For more information on cookies or on instructions on how to stop cookies being installed on your browser, please refer to various specific websites on the Internet, such as [**www.aboutcookies.org**](http://www.aboutcookies.org/)

**Consent**

Here at SciQuip we take your privacy seriously and will only use your personal information to administer your account and to provide the products and services you have requested from us.

However, from time to time we would like to contact you with details of other products and services that SciQuip provide, along with offers and competition information.

**Links**The SciQuip website contains links to other sites which are not owned and controlled by SciQuip (Facebook, Instagram, Twitter and LinkedIn). The privacy policies of the operators of these sites may differ from those of SciQuip Limited. Therefore we cannot accept responsibility for the manner in which data is collected, stored and used by these operators.

**Telephone**When you contact our Customer Services Helpline, we will collect sufficient personal data for the purpose of providing you with swift and accurate correspondence regarding any queries you may have. We collect more than one means of contact to enable us to deal with your query as efficiently as possible.

**Data Security**We do not keep any information for longer than is necessary to serve its original intended purpose and ensure that any information is destroyed thereafter. We do not share information that we have collected at registration about you with any third party for their independent use without your express permission. However, we may disclose your personal information without your permission when we are legally required to do so by, for example, a court order, for the purposes of prevention of fraud or other crime or in order to establish, exercise or defend our legal rights.

We do not sell, rent or loan information about you to anyone.

**Policy Changes**Any changes to this privacy policy will be posted on this website and take effect immediately.

**Your Rights**You have a right to access the personal data that is held about you. If you wish to request a copy of any information that is held about you or ask us to make any changes necessary to ensure that it is accurate and kept up-to-date, contact Deb Brooksbank, GDPR@sciquip.co.uk or enclosing your postal details, please write to:

GDPR Dept

SciQuip Ltd

Newtown

Wem

Shropshire

SY4 5NU

**Contact**Should you have any queries regarding the above policy, please e-mail Deb Brooksbank, GDPR@sciquip.co.uk