

# Privacy Statement

## Privacy policy

This Privacy Policy sets out how we comply with European Union data protection requirements. It applies to the entire site. Once you choose to provide us with any information by which you can be identified, you can be assured that it will only be used in accordance with this Privacy Policy. When you use this site and have not advised us to the contrary, you are agreeing that we may use your personal information for the purposes set out in this Policy.

For your protection, we are registered under the United Kingdom Data Protection Act 1998 and have given all appropriate notifications to the Information Commissioner.

## What we collect and why

We may collect the following information:

- Personal information including your name, organisation, postal address, telephone number, fax number and email address.
- Some pages use cookies, a data analysis technique. In order to learn more, please scroll down.

We require this information to understand your needs and provide you with a better service, and in particular to send you any information that you have requested. Our representatives may contact you, either by e-mail, mail, telephone or fax, regarding the information that you have requested.

## Who we share the information with

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required to by law.

## What if you think we have incorrect information or you would like a copy of the information we hold about you?

You may request details of personal information that we hold about you under the United Kingdom Data Protection Act 1998. A small fee will be payable, which will not exceed GBP10. If you would like a copy of the information we hold on you please write to the address below. If you believe that any information is incorrect or incomplete, please write to or e-mail us as soon as possible. We will correct any information that was found to be incorrect promptly.

## Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect on line.

## Other web sites

Our web site may contain links to enable you to visit other web sites easily. Once you have used these links to leave our site, we do not have any control over that other web site. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites, and such sites are not governed by this Privacy Policy. You should exercise caution and look at the privacy statement applicable to the web site in question.

## How we use cookies

A cookie is a piece of text that asks permission to be placed on your computer's hard drive. Once you agree, your browser adds that text in a small file.

A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You may set your web browser (for example Microsoft Internet Explorer or Netscape Navigator) to notify you of cookie placement requests or decline cookies completely. You can delete the files that contain cookies - those files are stored as part of your internet browser.

## Changes to this privacy policy

Any changes to this privacy policy will be conspicuously posted on this web site. We may not necessarily keep an up to date copy of this Privacy Policy and advise you to print a copy of it for your information in the future.

## **Contact us**

If you have any questions/comments about privacy, you should write to us at Data Protection Compliance Officer, Ortlinghaus UK Limited, Unit 19, Sugarbrook Road, Aston Fields Industrial Estate, Bromsgrove, Worcestershire B60 3DN, UK or email us at [sales@ortlinghaus.co.uk](mailto:sales@ortlinghaus.co.uk).

**[Back to top](#)**