

Privacy Statement

Berkeley Square IT is committed to respecting your privacy and to complying with applicable data protection and privacy laws. You can visit www.BerkeleysquareIT.com without disclosing any personally identifiable information about yourself. We have provided this Privacy Policy Statement to help you understand how we collect, use and protect your information when you visit the Site. We wish to help you make informed decisions, so please take a few moments to read the sections below and learn how we may use your personal information.

Personal Information Collection

We endeavor to collect and use your personal information only with your knowledge and consent and typically when you use services, make customer enquiries, register for information or other services, or when you respond to communications from us (such as questionnaires or surveys).

The type of personal information we may collect could include, for example, your name and postal address, date of birth, gender, telephone and fax numbers, email address, and lifestyle and other information collected on registration or through surveys. If you choose to provide us with personal information it will be used in support of the intended purposes stated at the time at which it was collected, and subject to any preferences indicated to you.

You acknowledge that by providing data to us, you consent to the processing of your data in accordance with this Privacy Policy Statement.

Access to your Information

You can write to us at any time to obtain details of the personal information we may hold about you.*

Berkeley Square IT
1 Berkeley Square
Clifton
Bristol
BS8 1HL

Please quote your name and address. We would be grateful if you could also provide brief details of what information you want a copy of (this helps us to more readily locate your data).

We will take all reasonable steps to confirm your identity before providing you with details of any personal information we may hold about you.

*we may charge GBP15.00 to cover the administration costs involved.

Information Security

Please be aware that communications over the Internet, such as emails/webmails, are not secure unless they have been encrypted. Your communications may route through a number of countries before being delivered - this is the nature of the World Wide Web/Intranet. We cannot accept responsibility for any unauthorised access or loss of personal information that is beyond our control.

Privacy Support

Berkeley Square IT reserves the right to amend or modify this Privacy Policy Statement at any time and in response to changes in applicable data protection and privacy legislation.

Nicholas de Swart
Managing Director

