

Turning Moment Privacy Policy

At Turning Moment, I am dedicated to safeguarding and preserving your privacy when visiting this web site or communicating electronically.

This Privacy Policy, together with my terms and conditions of use, provides an explanation as to what happens to any personal data that you provide to me, or that I collect from you.

I do update this Policy from time to time so please do review this Policy regularly.

For the purpose of the Data Protection Act 1998 our data controller is David Barrett.

Information I Collect

In operating this website I may collect and process the following data about you:

- i. Non-personally identifiable details of your visits to the website and the resources that you access, including, but not limited to, traffic data, location data, and other communication data.
- ii. Information that you provide by filling in the email contact form on my website.
- iii. Information provided to me when you communicate with me for any reason.

Use of Your Information

The information that I collect and store relating to you is primarily used to enable me to provide my services to you. In addition, I may use the information for the following purposes:

- i. To provide you with information requested from me, relating to my products or services. To provide information on other products which I feel may be of interest to you, where you have consented to receive such information.
- ii. To meet my contractual commitments to you.
- iii. To notify you about any changes to Turning Moment's website, such as improvements or service/product changes, that may affect my service.

If you are an existing customer, I may contact you with information about services similar to those which were the subject of a previous sale to you.

If you are an existing or new customer, I will only contact you or allow third parties to contact you only when you have provided consent and only by those means you provided consent for.

Your data will not be passed to third parties (except where disclosure is a matter of law or credit risk), without your consent. You will have the opportunity to discuss and agree third party disclosure during the setting up of a formal service contract.

Storing Your Personal Data

I will endeavour to ensure your data is stored securely at my work premises. The transmission of information via the internet is not completely secure and therefore, I cannot guarantee the security of data sent to me electronically and transmission of such data is therefore entirely at your own risk.

Disclosing Your Information

Where applicable, I may disclose your personal information to third parties:

- i. Where I am legally required to disclose your information.
- ii. To assist fraud protection and minimise credit risk.

Third Party Links

You might find links to third party websites on my website. These websites should have their own privacy policies which you should check. I do not accept any responsibility or liability for their policies whatsoever as I have no control over them.

Access To Information

The Data Protection Act 1998 gives you the right to access the information that I hold about you. Please note that any demand for access may be subject to payment of a fee of £10 which covers my costs in providing you with the information requested. Should you wish to receive details that I hold about you please contact me using the contact details below.

Contacting Me

I welcome any queries, comments or requests you may have regarding this Privacy Policy. If you have any concerns about data protection or client confidentiality, then please contact Dave Barrett, Company Director; <mailto:dave@turningmoment.co.uk>.