



## PRIVACY POLICY

### 1 Statement of Intent

The purpose of this Privacy Policy is to provide you, the User, with details of how TCPSB will collect and use the data you supply to it. Data is information which relates to identifiable living individuals or entities. This Privacy Policy is expressly incorporated into the Terms and Conditions of Use of this Web Site.

It is the stated policy of TCPSB that it will act in accordance with current legislation and aims to meet current best practice with regard to the processing of data. TCPSB is registered as a data controller in the United Kingdom under the Data Protection Act 1998. TCPSB's registration number is Z2354186

### 2 Collection of Personal Data

In using this Web Site, you may be asked to provide certain personal data to TCPSB, and certain data about you will be collected by "cookies". Cookies are temporary internet files which are used by TCPSB to enhance the ease of use of this Web Site, and to allow TCPSB to build up a more detailed profile of you. In agreeing to be bound by the Terms and Conditions of this Web Site (of which this Privacy Policy forms part), you agree that TCPSB can compile and process this personal data in accordance with this Privacy Policy.

### 3 Use of Personal Data

TCPSB will only use your personal data to help it provide its goods and services to you, and to bring you details of other goods and services which it believes might be of interest to you. You agree that TCPSB can use your personal data for such purposes, unless you inform TCPSB otherwise. No personal information supplied by you will be transmitted outside the TCPSB organisation, and TCPSB will not sell or otherwise provide your personal data to any third party without your consent unless required by law.

### 4 Storage and Correction of Personal Data

TCPSB will retain the personal data it holds concerning you for as long as it is current, unless you send TCPSB notice that you no longer wish it to retain this data. TCPSB is obliged to supply you, on request, with a copy of the personal data it holds about you, provided that you pay a small fee. If you wish to exercise this right, please email [info@tcpsb.co.uk](mailto:info@tcpsb.co.uk) for more details, including details regarding the fee which is payable for exercising such right. Should you discover any inaccuracies in such personal information, please notify TCPSB as soon as possible at the same address. TCPSB will then correct its records, and notify any third parties to whom such personal information may have been transmitted in accordance with paragraph 3 above.