



## **Privacy Policy of Photolux Limited**

### **Introduction**

At photolux.co.uk trading as Photolux Limited we are committed to safeguarding and preserving the privacy of our visitors. This Privacy Policy explains what happens to any personal data that you provide to us, or that we collect from you whilst you visit our site. We do update this Policy from time to time so please do review this Policy regularly.

### **Images taken of you**

Photolux.co.uk is a company specialising in event photography. The nature of the business requires you to consent to having pictures taken and in turn stored by photolux.co.uk. Images taken at an 'event' will be hosted on this website and reasonable steps are taken to secure these files from unauthorised access.

By having your photograph taken by photolux.co.uk, you are consenting to the image appearing on this website. If you wish to have an image removed that contains you, or someone in your care, please use the website contact form and specify the images you wish to have removed.

Any image taken by photolux.co.uk at a specific event may or may not be removed from the website.

### **Information we collect**

In running and maintaining our website we may collect and process the following data about you:

- Information about your use of our site including details of your visits such as pages viewed and the resources that you access. Such information includes traffic data, location data and other communication data.
- Information provided voluntarily by you. For example, when you register for information or make a purchase.
- Information that you provide when you communicate with us by any means.

### **Use of Cookies**

Cookies provide information regarding the computer used by a visitor. Photolux.co.uk does not use cookies to track or record information about you as a visitor on our site. Please refer to the

privacy policy of PayPal (<https://www.paypal.com/uk/webapps/mpp/ua/privacy-full>) regarding the checkout and payment process which is not handled by Photolux.co.uk.

## **Use of your information**

We use the information that we collect from you to provide our services to you. In addition to this we may use the information for one or more of the following purposes:

- To provide information to you that you request from us relating to our products or services.
- To inform you of any changes to our website, services or goods and products.

We never pass your information on to third parties without your explicit consent. Again, please refer to PayPal's privacy policy regarding the checkout and payment process (<https://www.paypal.com/uk/webapps/mpp/ua/privacy-full>).

## **Storing your personal data**

In operating our website it may become necessary to transfer data that we collect from you to locations outside of the European Union for processing and storing. By providing your personal data to us, you agree to this transfer, storing or processing. We do our utmost to ensure that all reasonable steps are taken to make sure that your data is stored securely.

Unfortunately, the sending of information via the internet is not totally secure and on occasion such information can be intercepted. We cannot guarantee the security of data that you choose to send us electronically, sending such information is entirely at your own risk.

## **Disclosing your information**

We will not disclose your personal information to any other party other than in accordance with this Privacy Policy and in the circumstances detailed below.

## **Third party links**

On occasion we include links to third parties on this website. Where we provide a link it does not mean that we endorse or approve that site's policy towards visitor privacy. You should review their privacy policy before sending them any personal data.

## **Access to information**

In accordance with the Data Protection Act 1998 you have the right to access any information that we hold relating to you. Please note that we reserve the right to charge a fee to cover costs incurred by us in providing you with the information.

## **Contacting us**

Please do not hesitate to contact us regarding any matter relating to this Privacy Policy at [sales@photolux.co.uk](mailto:sales@photolux.co.uk).

- In the event that we sell any or all of our business to the buyer.
- Where we are legally required by law to disclose your personal information.
- To further fraud protection and reduce the risk of fraud.