

PRIVACY POLICY

Solo Business Solutions is committed to ensuring that your privacy is protected. This privacy policy explains how we use the information we collect about you, how you can instruct us if you prefer to limit the use of that information and procedures that we have in place to safeguard your privacy.

The information we collect and how we use it

- When we register you for our internal client login service we need to know your name, e-mail address and telephone number.
- We gather this information to allow us to process your registration. The relevant information is then used by us and our agents to communicate with you on any matter relating to the conduct of your account and the provision of the service in general.
- We may also use aggregate information and statistics for the purposes of monitoring website usage in order to help us develop the website and our services and may provide such aggregate information to third parties. These statistics will not include information that can be used to identify any individual.
- We may also wish to provide you with information about special features of our website or any other service or products we think may be of interest to you. If you would rather not receive this information, please send a blank e-mail message to info@solobusiness.co.uk.
- We may also want to provide you with related information from third parties we think may be of interest to you. If you would rather not receive this information, please send an e-mail to info@solobusiness.co.uk.
- We may also provide your information to carefully selected third parties whose products or services we believe may be of interest to you. If you do not wish us to disclose your information in this way, please send an e-mail to info@solobusiness.co.uk.

Our use of cookies and other information gathering technologies

- We use temporary 'session' cookies to track the usage of this website. We do not store or capture personal information other than logging the users IP address and session info. For example, we track the duration of the visit and type of browser used. Cookies are used for system administration only and to provide statistics used to evaluate use of the site.

How we protect your information

- The internet is not a secure medium. However we have put in place various security procedures as set out in this policy.
- We use all reasonable endeavours to ensure the continued confidentiality of its account identification details, passwords, security encryption devices and other confidential information relating to the web site or the customer
- We also keep your information confidential. The internal procedures of Solo Business Solutions Limited cover the storage, access and disclosure of your information.

Sale of business

- If this business is sold or integrated with another business your details may be disclosed to our advisers and any prospective purchasers and their advisers and will be passed on to the new owners of the business.

Updating your details

- If any of the information that you have provided to Solo Business Solutions changes, for example if you change your e-mail address or name or if you wish to cancel your registration, please let us know the correct details by sending an e-mail to info@solobusiness.co.uk.

Your consent

- By submitting your information you consent to the use of that information as set out in this policy. If we change our privacy policy we will post the changes on this page, and may place notices on other pages of the website, so that you may be aware of the information we collect and how we use it at all times. We will also contact you should we make any changes so that you may consent to our use of your information in that way. Continued use of the service will signify that you agree to any such changes.
- Owing to the global nature of the Internet infrastructure, the information you provide may be transferred in transit to countries outside the European Economic Area that do not have similar protections in place regarding your data and its use as set out in this policy. However, we have taken the steps outlined above to try to improve the security of your information. By submitting your information you consent to these transfers.

How to contact Solo Business Solutions

- We welcome your views about our website and our privacy policy. If you would like to contact us with any queries or comments please send an e-mail to info@solobusiness.co.uk.

