

# PRIVACY POLICY

Effective 01/01/2012

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## Our Commitment To Privacy

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on every page of our website.

## The Information We Collect

This notice applies to all information collected or submitted on [www.BioCups.co.uk](http://www.BioCups.co.uk) or over the telephone to a member of Green Gate Bio Packaging staff. The types of personal information collected are:

- Name, Address, Email Address, Phone Number, Credit/Debit Card Information (encrypted/collected according to industry security standards)

## The Way We Use Information

We use the information you provide about yourself and anyone else when placing an order or submitting an enquiry only to complete that order or to deal with the enquiry and any order/account related issues. We do not share this information with outside parties except to the extent necessary to complete orders.

You should be aware, however, that if the police or any regulatory or governmental authority investigating suspected unlawful activities request us to provide your personal details and/or information concerning your activities whilst visiting this site, we shall do so.

We may from time to time send you updates on our products and services. Should you not wish to receive such information, please tell us by either emailing [info-uk@biogreengate.com](mailto:info-uk@biogreengate.com) or by calling us on **01803 29 09 71**.

We use non-identifying and aggregate information to better design our website.

## **Our Commitment To Data Security**

To prevent unauthorised access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic and managerial procedures to safeguard and secure the information we collect.

## **Updating of our Privacy Policy**

This policy can change to meet the requirements of our business or of changes in the Data Protection Laws. Changes will be updated on our website [www.BioCups.co.uk](http://www.BioCups.co.uk)