

# Privacy Statement

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Thank you for visiting the website of Just Simply Hosted. Just Simply Hosted is a trading name of Just Computing Ltd. Just Computing Ltd takes the privacy of your information very seriously. We aim to meet current Internet best practice. Our services are designed to give you the information that you want to receive. Our privacy policy below explains how we will collect and use the information you give us.

## 1. Our approach

Just Computing Ltd takes the privacy of its users seriously. Generally, you can browse through our website without giving us any information about yourself (including your email address). When we do need your personal information to provide services that you request or when you choose to provide us with your personal information, this policy describes how we collect and use your personal information.

If we decide to change our privacy policy for this website, we will post those changes here so that you will always know what information we gather, how we might use that information and whether we will disclose it to anyone.

## 2. Information collection

We collect personal information (such as your name, email address and any other details you provide to us that identifies you as an individual) from you when you submit a request for information or when you submit your details for any other reason. Personal information will only be collected with your consent.

When you browse our website, we may also log your IP address (the Internet address of your computer) to give us an idea of which part of our website you visit and how long you spend here. We do not link your IP address to any other personal information that you send to us. Like many other websites, we may use a standard technology called a "cookie" to collect information about how you use the website (see section 6. Cookies). Save for the use of cookies, we do not automatically log data or collect data apart from information you specifically provide to us.

## 3. Use of information we collect

We will use your information for several general purposes including: fulfilling any requests for information or services placed by you, processing any other transactions authorised by you, keeping you up to date with news about Just Computing Ltd, our products and services, and providing other information to you which we think you may find of interest. Your personal information shall not be used for any other purposes.

## 4. Who may process data

Your personal information may be processed by us in accordance with this privacy policy. We take all reasonable care to prevent any unauthorised access to your personal data. Personal information will not be sold or transferred to unaffiliated third parties without your prior consent.

Where any personal information is processed by us, we will comply with relevant data protection legislation at all times. We are registered to process data under the Data Protection Act and you may refer to the Data Protection Register website for further information at <http://www.dpr.gov.uk>.

## 5. Security measures

We are serious about guarding the security of your personal information that we have under our control from unauthorised access, improper use and disclosure, unauthorised destruction or accidental loss. However we cannot guarantee the protection of your personal data as due to the nature of the internet, the website is theoretically accessible by any user of the World Wide Web. You should be aware that when you disclose personal information on the website it may be collected by another user and may result in unsolicited messages from other internet users.

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## 6. Cookies

### 6.1 What is a cookie?

A cookie is a small text file that may be placed on your computers hard-drive when you visit a website so that the site can remember who you are. A cookie will typically contain the name of the domain from which the cookie has come, the "lifetime" of the cookie, and a value, usually a randomly generated unique number. The only personal information a cookie can contain is the information that you supply yourself. A cookie cannot read data from your hard disk or read any other cookie files created by other websites.

You can find more information on cookies, their use and your rights, if you visit <http://www.allaboutcookies.org/>.

### 6.2 How we use cookies

We use cookies which are generated by a third party to enable us to track user trends in association with web beacons (see section 7. What is a web beacon?) to ensure the website is structured in a user friendly manner. The cookies that are issued merely contain a unique number and therefore contain no personal data. They have a lifetime of 5 years. Data collected by cookies will not otherwise be passed to any third party, the data is kept for internal use only. Our cookies will not be used to analyse your visits to other sites.

You have options with regards to cookies. By changing the settings of your browser, you may opt to accept cookies, to be informed when a cookie is being placed on your PC or to reject all cookies. (see section 6.3 How to disable cookies)

You may refuse to accept cookies by activating the setting on your browser which allows you to refuse the setting of cookies. However, if you select this setting you may be unable to access certain parts of our site. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you log on to our site.

## 7. What is a web beacon?

Some of our web pages may contain electronic images known as web beacons (or sometimes known as clear gifs or web bugs) that allow us to count users who have visited our web pages. Web beacons collect limited information such as a cookie number (see section 6. Cookies), time and date of a page view, and a description of the page on which the web beacon resides. These beacons do not carry any personally identifiable information and are only used to track the effectiveness of our site or particular campaigns.

You can find more information on web beacons, their use and your rights, if you visit <http://www.allaboutcookies.org/>.

## 8. Access and changes to your personal information

Upon request, we may provide you with a copy of the personal information which we hold about you (in return for a fee of £10). Please address requests to [info@justsimplyhosted.com](mailto:info@justsimplyhosted.com) and insert "access request" as the subject heading, or write to us at the Just Computing Ltd address, stating your name and email address for identification purposes.

At your request, we will use reasonable efforts to update / correct personal information previously submitted by you. You may also request that we cease processing the personal information we have about you and that we delete your personal information from our database or records. However, it may be impossible to delete your information without some residual information because of backups and records of deletions.

Please address your requests to change or delete your personal information to [info@justsimplyhosted.com](mailto:info@justsimplyhosted.com) and insert "change details" as the subject heading. Alternatively you may write to us at the Just Computing Ltd address, stating your name and email address for identification purposes.

We will only perform the activities outlined above to the extent that such activities will not compromise privacy or security interests.

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## 9. Enquiries

If you have any further enquiries or concerns about our privacy policy please email us at [info@justsimplyhosted.com](mailto:info@justsimplyhosted.com) or write to us at the Just Computing Ltd address.