

# **Privacy Policy**

## **Information about us**

This privacy policy is for Colin Mear Engineering Limited (CME Ltd) and for our Website (www.cme-ltd.com). We are a company registered in England and Wales under company number 1660513 and have our registered office at Combe Wood, Combe St Nicholas, Chard, Somerset TA20 3NL.

## **Use of personal information**

We respect your personal information and undertake to comply with applicable Data Protection legislation.

## **Sharing of your information**

We do not sell our name and address lists. However, information which has been submitted voluntarily by you may be passed to our third-party companies in order to facilitate our service. Unless required by law, we will not otherwise share, sell or distribute any of the information you provide to us without your consent.

If you choose to receive marketing information from us, each message will also include instructions on how to "unsubscribe" from future mailings should you wish to cancel.

## **Security**

Any information we hold about you is stored on our secure servers. Precautions we employ to protect your data includes Firewall, Virus, Malware and Intrusion protection software as well as a strict security policy and procedures.

The security of your data is important to us, but remember that no method of transmission over the Internet, or method of electronic storage is 100% secure. While we strive to use commercially acceptable means to protect your Personal Data, we cannot guarantee its absolute security.

## **Other information collected**

We may collect information related to the use of our Website, including: the number of visits our Website receives, the types of browsers used and the number of files downloaded, but never personal information. This information is anonymous.

We may also collect information about your computer, including where available your IP address, operating system and browser type. This is statistical data about our users' browsing actions and patterns and does not identify any individual.

## **Cookies**

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site.

We use cookies in order to improve the user experience of the website, tell us which parts of the websites the users have visited, provide enhanced services and remember the location and language settings for individual users.

Most web browsers allow some control of most cookies through the browser settings. You may refuse to accept cookies by activating the settings on your browser. However, if you select this setting you may be unable to access certain parts of our site.

## **Accessing and updating your personal information**

You are entitled to see the information we hold about you and to ask us to make changes to ensure it is accurate and up to date. If you wish to do this, please contact us or write to Data Protection Team, Colin Mear Engineering Limited, Combe Wood, Combe St Nicholas, Chard, Somerset TA20 3NL. You can also request to have your name removed from our contact list by contacting us at any time.

## **Questions or comments**

CME Ltd knows that your privacy is very important to you. We welcome questions and comments regarding this policy, so feel free to contact us at [dataprotectionteam@cme-ltd.com](mailto:dataprotectionteam@cme-ltd.com).

Because technologies on the Internet change so quickly, CME Ltd reserves the right to modify its Privacy Policy from time to time. If any changes are made to the Privacy Policy an updated version will be posted on this page.

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