



## WEBSITE TERMS AND CONDITIONS

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### **4. Privacy Policy**

Argyll is committed to protecting the privacy of the Personal Information (as defined below) you provide to us through our website. By accessing or using this website, you consent to the collection and use of the information that you provide to us, in accordance with this Privacy Policy:

- You authorise Argyll to use, store or otherwise process any personal information, including but not limited to your name, postal address, email address and telephone number(s) which personally identifies you ("Personal Information") to enable us, our affiliates, our partners, successors, associates, sub-contractors or other third parties (together our "Partner Companies") to provide the information regarding products and services which are part of, described on, or available through, the website.
- We and our Partner Companies may use your Personal Information to send you information about new products or services which we think may be of interest to you, unless you opt out by sending an e-mail to [GDPR@workargyll.com](mailto:GDPR@workargyll.com) stating that you would like to opt out of receiving such communications from us. Please be aware that our Partner Companies may be located in countries outside the EEA.
- We may transfer or disclose Personal Information, to our third party service providers, for the administration of the website and related business or if required to disclose such information by any applicable law, regulation or court order (including to third parties who process personal data on our behalf [such as Credit Reference Agencies], for the prevention of fraud or money

laundering, and for the tracing of debtors). Such other parties may keep details of any searches they make about you.

- We may aggregate statistics, responses to any surveys and questionnaires, traffic patterns and related site information and disclose such aggregate data to third parties for marketing, advertising or other promotional purposes but such aggregate data will not include any Personal Information. To enable us to monitor and improve our website, we gather and record on our servers certain aggregated information about you when you use it, including without limitation, the URL that you came from and go to and the parts of our website that you visit. Such information is primarily used to provide you with an enhanced on-line experience.
- We use small files which are stored on your hard drive by our browser ("cookies") to monitor your use of the Website during the time you access it. However, we do not use the information these cookies collect at any point after you have stopped accessing the website.
- You must at all times ensure that the Personal Information you provide is accurate and complete and all registration details (where applicable) shall contain your real name, address and other requested details. You will notify us of any changes to these as soon as you are able so that we can update our records.
- You have the right to apply to the Data Protection Officer for a copy of the Personal Information we hold about you and to have any inaccurate Personal Information about you corrected. As a security measure, proof of identification may be required prior to the disclosure of such Personal Information.
- You can, at any time, opt out of receiving communications from us by sending an email to [info@workargyll.com](mailto:info@workargyll.com).

## **5. Links to Other Websites**

This website may include links to other websites solely as a convenience to users. Argyll is not responsible for the content of, and has no control over the content or availability of any other website from which you have accessed this website or to which you may hyper-link from this website and cannot be held liable for any loss or damage howsoever caused arising directly or indirectly from your use of any other website from which you hyperlink to or from this website.

## **6. Governing Law and Jurisdiction**

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