

Privacy Policy – SynJon Books

Date of last amendment 15/01/2023

Here at SynJon Books we take your privacy seriously and look after the information that you share with us. This privacy note is to help you understand how and why information is collected, who your data is shared with and what your rights are.

What type of information do you collect?

Website

We receive, collect and store any information you enter on our website. In addition, we collect the Internet protocol (IP) address used to connect your computer to the Internet. We may use software tools to measure and collect session information, including page response times, length of visits to certain pages, page interaction information, and methods used to browse away from the page. We also collect comments, feedback, product reviews and recommendations.

General business

We will collect and store general information such as business name, address, email address and phone number for use in marketing, emailing, networking and conducting business. You can request to opt out at anytime.

Once engaged in business services, we will use other data such as billing information, banking information and record other information such as postal address relating to the engagement. You can request to have your records deleted at any time.

How do you collect information?

Website

When you conduct a transaction on our website, as part of the process, we collect personal information you give us such as your name, address and email address. Your personal information will be used for the specific reasons stated only.

General business

When you engage with us for delivery or supply of services, as part of the process, we collect personal information you give us such as your name, address, email address, banking details and engagement information. Your personal information will be used for the specific reasons stated only and can be requested to be deleted at any time.

Why do you collect such personal information?

We collect such Non-personal and Personal Information for the following purposes: 1. To provide and operate the Services; 2. To be able to contact our Visitors and Users with general or personalized service-related notices and promotional messages; 3. To create aggregated statistical data and other aggregated and/or inferred Non-personal Information, which we may use to provide and improve our respective services; 4. To comply with any applicable laws and regulations.

How do you store, use, share and disclose your site visitors' personal and financial information?

Website

Our company is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to sell our products and services to you. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.

All direct payment gateways offered by Wix.com and used by us adhere to the standards set by PCI-DSS as managed by the PCI Security Standards Council, which is a joint effort of brands like Visa, MasterCard, American Express and Discover. PCI-DSS requirements help ensure the secure handling of credit card information by the Wix.com store and its service providers.

General business

We store information in a variety of formats depending on how it is received, such as physical business cards, letters, contracts, invoices, orders and written notes depending on the engagement as well as electronically via email and other collaboration tools such as Zoom, Whats App and Slack.

How do you communicate with your visitors?

We may contact you to share information about events and products, to keep you updated on news, share information, to poll your opinions through surveys or questionnaires, and to send updates about our company. For these purposes we may contact you via email, telephone, text messages, and postal mail.

How do you use cookies and other tracking tools?

Where services are delivered on the internet, this sometimes involves placing small amounts of information on your device (e.g. your computer, mobile phone, tablet). These include small files known as cookies. They cannot be used to identify you personally.

DellaJudd.co.uk is hosted on the Wix.com platform. Cookies are implemented in every site built by Wix, as well as third party cookies which are used to enhance our site (e.g. Facebook, Instagram) which are controlled by them.

If you wish to restrict or block the cookies which are set by our website, you can do this through your browser settings. The 'help' function within your browser should tell you how.

How can your site visitors' withdraw their consent?

If you don't want us to process your data anymore, please contact us at synjonbooks@btinternet.co.uk

Privacy policy updates

We reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you here that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.

Questions

If you would like to: access, correct, amend or delete any personal information we have about you, you are invited to contact us at synjonbooks@btinternet.com