



Privacy Policy

This privacy policy sets out how Finely Fettle Limited ("Finely Fettle") uses and protects any information that you give when you use this website.

Finely Fettle is committed to ensuring that your privacy is protected. If you provide information which can be used to identify you, when using this website, then you can be assured that it will only be used in accordance with this privacy policy.

Finely Fettle may change this policy from time to time by updating this page. You should review this policy regularly so that you are aware of any changes made. This policy is effective from 1 January 2016.

Information Collected

We may collect the following information:

- Name and Job Title.
- Contact information including name and address, email address and telephone number.
- Demographic information such as Postcode, preferences and interests.
- Other information relevant to customer surveys and/or offers.

How That Information Is Used?

To understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our products and services.
- Occasionally, to send promotional direct marketing about new products, special offers or other information based on what we consider you may find relevant using the contact information which you have provided.
- To contact you for market research purposes by email, telephone or mail from time to time.
- As you are the reason we are in business, we may use the information to customise the website according to your interests.

Security

We know how important your information is. We are fully committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

Using Cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your



needs, likes and dislikes by gathering and remembering information about your preferences, contact and demographic information.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes so that we can improve our products and services.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

Other Website Links

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy policy. You should exercise caution and look at the privacy policy applicable to the website in question.

Controlling Your Information

You may choose to restrict the collection or use of your personal information in the following ways:

Whenever you are asked to fill in a form on the website, look for the box that you can click to indicate that you do not want the information to be used by anybody for direct marketing purposes.

If you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by writing to or emailing us.

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so. We may use your personal information to send you promotional information about third parties which we think you may find interesting if you tell us that you wish this to happen.

You may request details of personal information which we hold about you under the Data Protection Act 1998.

A fee of £10.00 will be payable as stipulated under the 1998 Act. If you would like a copy of the information held on you please write to Finely Fettle Limited, 46 Hawkcliffe View, Silsden, Keighley, West Yorkshire, BD20 0BS.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.