

## PRIVACY STATEMENT

**TRACKLINK UK LTD**  
**www.tklink.co.uk**

1 Tracklink UK Ltd is committed to protecting your privacy and maintaining the security of any personal information received from you. We strictly adhere to the requirements of the data protection legislation in the UK.

The purpose of this statement is to explain to you what personal information we collect and how we may use it.

2 When you order, we need to know your name, address and email address. This allows us to process and fulfil your order. You have the option to withhold personal information that is not required for the order process.

3. We will only contact you with your consent.

4 We do not sell, rent or exchange your personal information with any third party for commercial reasons, beyond the essential requirement for credit/debit card validation during purchase.

5 We use a technology called "cookies" as part of a normal business procedure to track patterns of behaviour of visitors to our site. A cookie is an element of data that our Website sends to your browser which is then stored on your system. You can set your browser to prevent this happening. Any information collected in this way can be used to identify you unless you change your browser settings.

6 In order to process credit/debit card transactions, the bank or card processing agency may require to verify your personal details for authorisation outside the EEA (European Economic Area). Your information will not be transferred outside the EEA for any other purpose.

7 If you have any questions about privacy please contact us at:

[enquiries@tklink.co.uk](mailto:enquiries@tklink.co.uk)

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## GUIDANCE NOTES

These notes are provided to assist you in completing your document. They do not form part of the Privacy Statement.

### [ACTION]

An indication of when personal information is collected from the visitor e.g. “register”, “enter a competition” etc.

### [DETAILS]

Details of the kind of personal information collected from the website visitor e.g. “name, address and email address”.

### [HOW TO CONTACT]

Specify how a visitor to the website contacts you if they have a query about privacy e.g. an email address.

### [METHOD OF CONTACT]

Specify how the website visitor can check, update or remove their personal details e.g. 'by contacting us at [email address]'. The text provided in this field

### [NAME OF WEBSITE]

The name of the website.

### [PURPOSE]

Details of what the visitor's personal information is used for e.g.:

- solely for payment and billing purposes
- to notify you of changes to the website
- to update you about new products/services
- to improve our products/services
- to conduct research