## Roger Bullivant Limited (RBL)

### Website usage terms and conditions

Welcome to our website. If you continue to browse and use this website, you are agreeing to comply with and be bound by the following terms and conditions of use, which together with our privacy policy govern RBL's relationship with you in relation to this website. If you disagree with any part of these terms and conditions, please do not use our website.

The term Roger Bullivant Limited' or "RBL" or 'us' or 'we' refers to the owner of the website. The term 'you' refers to the user or viewer of our website.

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  for the protection and privacy of any information which you provide whilst
  visiting such sites and such sites are not governed by this privacy statement.
  You should exercise caution and look at the privacy statement applicable to
  the website in question.
- Your use of this website and any dispute arising out of such use of the website is subject to the laws of England, Northern Ireland, Scotland and Wales.
- Collection of personal data will be treated in accordance with our business privacy policy below.

## Website disclaimer

The information contained in this website is for general information purposes only. The information is provided by RBL and while we endeavour to keep the information up to date and correct, we make no representations or warranties of any kind, express or implied, about the completeness, accuracy, reliability, suitability or availability with respect to the website or the information, products, services, or

related graphics contained on the website for any purpose. Any reliance you place on such information is therefore strictly at your own risk.. It shall be your own responsibility to ensure that any products, services or information available through this website meet your specific requirements.

In no event will we be liable for any loss or damage including without limitation, indirect or consequential loss or damage, or any loss or damage whatsoever arising from loss of data or profits arising out of, or in connection with, the use of this website.

Every effort is made to keep the website up and running smoothly. However, RBL takes no responsibility for, and will not be liable for, the website being temporarily unavailable due to technical issues beyond our control.

## **Cookie Policy**

The Roger Bullivant website aims to comply with the EU's Privacy and Communications Directive in relation to the use of cookies and similar technologies. This policy outlines how this website sets cookies on your computer. 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.

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 and then the data is removed from the system.

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. To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit www.allaboutcookies.org.

Google Analytics - Cookies used: utma, utmb, utmc, utm
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**Roger Bullivant Limited use Google Analytics** to collect information about how people use this site. Roger Bullivant Limited do this to make sure it's meeting its user's needs and to understand how the performance of the site could be improved.

Google Analytics stores information about what pages you visit, how long you are on the site, how you got here and what you click on. Roger Bullivant Limited do not collect or store your personal information (e.g. your name or address) so this information cannot be used to identify who you are. The Google Analytics cookies are non-essential.

Full details of these cookies can be found at Cookies & Google Analytics http://code.google.com/apis/analytics/docs/concepts/gaConceptsCookies.html in documentation for Google's Analytics tracking code.

You can also read Google's Privacy Policy for Google Analytics www.google.co.uk/intl/en/analytics/privacyoverview.html.

### ebusiness privacy policy

This ebusiness privacy policy sets out how Roger Bullivant Limited uses and protects any information that you supply when you use this website.

RBL are committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

RBL may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from May 2018.

#### What we collect

Subject to you giving permission, we collect the following information:

- Full Name
- Job Title
- Email Address
- Phone Number
- Company Name
- Company Postcode

By registering for our events, we will retain the information, as listed above, until the event has concluded. At this point, you will receive an email giving you the opportunity to opt-out of our database.

#### What we do with the information we gather

We require this information 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.
- We may periodically send promotional emails about new products, or other information which we think you may find interesting using the email address which you have provided.
- We may add your details to our events database to keep you informed of future seminars, you will be given the option to "unsubscribe" at time of invite.

#### **Security**

We are 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.

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.

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.

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