

## **STV COMMERCIAL - PRIVACY POLICY**

### **Introduction**

For the purpose of the Data Protection Act 1998 STV Central Limited is the Data Controller and our registration number, with the Information Commissioner's Office is Z651679X.

Like most businesses, we collect and use information as part of our normal business activities. In the UK, the term "personal data" is used to describe any information from which a person can be identified. Some of the information we collect and use is personal data and we take extra care and precautions where we collect and use it.

This Privacy Policy applies to use of our website located at [www.stvcommercial.tv](http://www.stvcommercial.tv) ("our website").

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#### **1. Collection of personal data**

We will only collect your personal data which you provide to us by filling in forms on our website or by corresponding with us by phone, e-mail or otherwise.

#### **2. Use of personal data**

With your agreement, we will use the personal data to provide you with information about our products and services and to give you the chance to participate in events or features.

We will hold your personal data on our systems for a reasonable amount of time following our correspondence with you.

#### **3. Disclosing**

We may disclose your personal data to any member of the STV group of companies to which our correspondence with you relates, if any, and those STV group companies will only store and use your personal data in accordance with applicable laws, our instructions, and with this Privacy Policy.

If our business is sold to or merged with another entity, your personal data may be disclosed to our new business partners or owners, who themselves will only store and use your personal data in accordance with applicable laws and with this Privacy Policy.

#### **4. Protection of personal data**

We have implemented technologies and security policies to protect the personal data we collect, use and store, against unauthorised access or disclosure, improper use, alteration, unlawful or accidental destruction of loss.

We want you to be aware that the sending of any information, including personal data, through the internet is not completely secure and such security is beyond our control. We do not guarantee the security of your personal data transmitted to and from us over the internet.

#### **5. Your access to your personal data**

You can ask us whether we hold your personal data, and you can request a copy of it.

Any such request must be in writing to the address on our Contact page, [here](#).

Before sending you any personal data, we may ask you to provide sufficient proof of your identity together with a £10 administration fee.

#### **6. Cookies**

Our website uses cookies to operate and ensure the performance of our website. The Cookies used are strictly necessary and are required to enable you to move around our website and to enjoy its features.

A list of cookies our website uses can be supplied on written request.

#### **7. Links from other websites**

We may from time to time include on our website links to third party websites. Please note that we do not control these third party websites (and they may use their own cookies, or otherwise gather information from you, or solicit personal information). We encourage you to review their privacy policies before disclosing any personal data.

#### **8. Summary**

We may collect the personal data that you provide to us by filling in forms on our website or by corresponding with us by phone, e-mail or otherwise.

We collect, store and use that information to provide you with information about our products or services and to give you the chance to participate in events or features.

#### **9. Contact us**

You'll find information on how to contact us on our Contact page, [here](#).