



## **Privacy Policy**

This privacy policy has been compiled to better serve those who are concerned with how their 'Personally Identifiable Information' is being used online. Please read our privacy policy carefully to get a clear understanding of how we collect, use, protect or otherwise handle your Personally Identifiable Information in accordance with our website.

### **What personal information do we collect from the people that visit our website?**

When ordering or using our contact form on our site, you may be asked to enter your name, email address, mailing address, phone number or other details to help you with your experience.

### **When do we collect information?**

We collect information from you when you place an order, fill out a form or enter information on our site.

### **How do we use your information?**

We may use the information we collect from you when you register, make a purchase, sign up for our newsletter, respond to a survey or marketing communication, surf the website or use certain other site features in the following ways:

- To quickly process your transactions.
- To send periodic emails regarding your order or other products and services.
- To follow up with you after correspondence (email or phone enquiries)

### **How do we protect your information?**

Our website is scanned on a regular basis for security holes and known vulnerabilities in order to make your visit to our site as safe as possible. ([Website - Wix privacy policy here](#))

We use regular Malware and virus scanning.

We implement a variety of security measures when a user places an order enters, submits, or accesses their information to maintain the safety of your personal information.

All transactions are processed through a gateway provider and are not stored or processed on our servers. For orders paid by credit card we use Stripe – ([Stripe privacy policy](#)), we do not see or store any card details you enter when paying for your order.

### **Do we use 'cookies'?**

Yes. Cookies are small files that a site or its service provider transfers to your computer's hard drive through your Web browser (if you allow) that enables the site's or service provider's systems to recognize your browser and capture and remember certain information. For instance, we use cookies to help us remember and process the items in your shopping cart. They are also used to help us understand your preferences based on previous or current site activity, which enables us to provide you with improved services. We also use cookies to help us compile aggregate data about site traffic and site interaction so that we can offer better site experiences and tools in the future.

### **We use cookies to:**

- Help remember and process the items in the shopping cart.

You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser settings. Since each browser is a little different, look at your browser's Help Menu to learn the correct way to modify your cookies. If you turn cookies off, it won't affect the user's experience.

### **Third-party disclosure**

We do not sell, trade, or otherwise transfer to outside parties your Personally Identifiable Information.

### **Third-party links**

We do not include or offer third-party products or services on our website.

### **Search engine:**

The search facility on our website is an internal search function and returns only information that appears on the website

### **Emailing us:**

Any emails sent to us and any messages received through our online contact form are recorded and forwarded to the relevant section. The sender's email address, name and contact number will remain visible to all staff tasked with dealing with the query.

### **How long do we keep hold of your information?**

The time periods for which we retain your information depends on the type of information and the purposes for which we use it. We will keep your information for no longer than is required or permitted.

### **Couriers that we use:**

We use Fastway Couriers and DPD Couriers, if you place an order with us and require us to dispatch to your business then we have to pass your information (Name, company, address & contact number) onto our couriers, please see their privacy policy's here - [Fastway Couriers](#), [DPD Couriers](#).

### **Google**

Google's advertising requirements can be summed up by Google's Advertising Principles. They are put in place to provide a positive experience for users. <https://policies.google.com/privacy>

We have not enabled Google AdSense on our site but we may do so in the future.

### **We collect your email address in order to:**

- Send information; respond to inquiries, and/or other requests or questions
- Process orders and to send information and updates pertaining to orders.
- Send you additional information related to your product and/or service

### **If at any time you would like to unsubscribe from receiving future emails, you can email us at**

admin@autoprint.ie and we will promptly remove you from **ALL** correspondence.

### **Contacting Us**

If there are any questions regarding this privacy policy, you may contact us using the information below.

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