

PRIVACY AND COOKIES POLICY

The privacy policy is about

How we handle information received or collected about you as an individual through the Website, www.solelyweb.com or any other website owned or operated by us. These include; www.solelyweb.com, www.agilinkogroup.com,
How we communicate with you as an individual (Client or Potential client).
Your rights as an individual in respect to such information and communications.

INFORMATION WE COLLECT

The information we collect from you will be kept securely and we will not send you any unsolicited mail in any format.

We are 100% committed to protecting your privacy. We collect information about you for two reasons:

Firstly, to process your order.
Secondly, to provide you with the best possible service.

The type of information we will collect about you includes:

1. Any personal details about you as an individual which you provide to us through forms on the Website and emails exchanged with us or any of its personnel, such as your name, address, telephone number etc.
2. Your preferences and use of email updates, as recorded by emails that we send you (if you elect to receive email updates on our products and offers).
3. Your IP Address, a string of numbers unique to your computer that is recorded by our web server when you request any page or component of the Website. This information may be used to monitor your usage of the Website.

We aim to keep the information we hold as accurate and up to date as possible. Do not hesitate to contact us if you want to check the information that we hold about you by emailing us at info@solelyweb.com. If you find any inaccuracies we will delete or correct it promptly.

IP ADDRESSES

We may collect information about your computer, including where available your IP address, operating system and browser type, for system administration and to report aggregate information to our advertisers. This is statistical data about our users' browsing patterns and patterns, and does not identify any individual.

COOKIES / ADVERTISING

For the same reason, we may obtain information about your general internet usage by using a cookie file which is stored on your browser or the hard drive of your computer. Cookies are very small files in plain text that are sent to and stored on your computer, tablet or smart phone whenever you visit a website. Cookies allow a website to recognise you, and so deliver benefits such as more tailored content or remember your preferences e.g. to store your ID and password for future sessions. This saves you from re-entering information on return visits to the Website. As you may have heard, recent legislation requires all websites to gain visitors consent to use cookies. As a result, we advise that we do use cookie and by viewing our website we assume you accept the use of cookies. You have the option not to use this feature, in which event no cookies will be retained on your computer.

At Solelyweb, we use cookies on our main website to achieve a number of things; in particular:

1. To allow us to record users' preferences to improve future website visit experiences, by reducing the amount of keystrokes or clicks to get to the pages you are after
2. To allow us to understand which pages on our website are most popular, using Google Analytics.
3. Solelyweb will never pass any of the data gathered through cookies to third parties, except for those we believe as trusted third parties such as but not limited to Google Analytics.
4. You can manage cookies using the settings in the browsers of most computers, tablets and smartphones which are usually set up to accept cookies by default as they are harmless text files if used correctly. If you wish to adjust them, can do this through your browser settings.

Below is a table of all cookies on this website – their name, type and purpose:

Cookie Type	Cookie Name	Cookie Purpose
Session & TYPO3 Content Management Cookie	sessionfe_typo_user	We use session cookies to record individual user's preferences that the user has specified, so that each time the user returns their preferences remain. Commonly this would be language settings, shopping carts, anything where you have indicated a preference. Where forms are used on the site, we hold the information in a session cookie so that we can improve the user experience on the site. Should a user, for example, forget to fill in parts of a form when submitting a form, we can auto-fill the values for those fields that have been filled in, thereby reducing the amount of fields a user needs to amend. This information is stored only in your browser and is destroyed once your browser is closed.
Google Analytics	__utmz __utmc __utmb __utma	On www.solelyweb.com we use Google Analytics cookie (a first party cookie) for advertising purposes. This cookie is used to collect information about how visitors use our site. We use the information to compile reports and to help us improve the site for you. The cookies collect information in an anonymous form, including the number of visitors to the site, where visitors have come to the site from and the pages they visited.
DoubleClick	DoubleClick Cookie	On www.solelyweb.com we use Doubleclick cookie (a third party cookie) for advertising purposes. We use Doubleclick cookie to the following: <ol style="list-style-type: none"> 1. To inform, optimize, and serve ads based on individual's past visits to the website. 2. To report how ad impressions, other uses of ad services, and interactions with these ad impressions and ad services are related to visits to www.solelyweb.com.

WHERE WE STORE YOUR DATA

The data that we collect from you may be transferred to, and stored at, a destination outside the European Economic Area ("EEA"). It may be processed by staff operating outside the EEA who works for us or for one of our suppliers. Such staff may be engaged in, among other things, the fulfilment of your order, the processing of your payment details and the provision of support services. By submitting your personal data, you agree to this transfer, storing or processing. We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this privacy policy.

All information you provide to us is stored on our secure servers. Any payment transactions will be encrypted using SSL technology. Where we have given you (or where you have chosen) a password which enables you to access certain parts of our site, you are responsible for keeping this password confidential. We ask you not to share a password with anyone.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

SECURITY

When you make any payment to us through the Website, you must make that payment to us using PayPal or Worldpay. We do not collect any payment information from you. When submitting your payment information to PayPal or Worldpay, please note that PayPal and Worldpay each have their own privacy policies and that we do not accept any responsibility or liability for those privacy policies. Please check those privacy policies before you submit any personal data to PayPal or Worldpay.

USES OF YOUR INFORMATION

We use information held about you in the following ways:

1. To ensure that content from our site is presented in the most effective manner for you and for your computer.
2. To provide you with information, products or services that you request from us or which we feel may interest you, where you have consented to be contacted for such purposes.
3. To allow you to participate in interactive features of our service, when you choose to do so.
4. To notify you about changes to our service.
5. We may also use your data, or permit selected third parties to use your data, to provide you with information about goods and services which may be of interest to you and we or they may contact you about these by post or telephone.
6. If you are an existing customer, we will only contact you by electronic means (e-mail or SMS) with information about goods and services similar to those which were the subject of a previous sale to you.
7. If you are a new customer, and where we permit selected third parties to use your data, we (or they) will contact you by electronic means only if you have consented to this.
8. If you do not want us to use your data in this way, or to pass your details on to third parties for marketing purposes, please tick the relevant box situated on the form on which we collect your data (the Order).

DISCLOSURE OF THE INFORMATION

Any information about you as an individual which we collect from the Website will be used in accordance with the UK Data Protection Act 1998 and other applicable laws. We will never

collect sensitive information (e.g. your racial origin or sexual preferences). Solelyweb may disclose your personal information to any member of our group, which means our subsidiaries, our ultimate holding company and its subsidiaries, as defined in section 1159 of the UK Companies Act 2006.

We may disclose your personal information to third parties:

1. In the event that we sell or buy any business or assets, in which case we may disclose your personal data to the prospective