

# Webdeersign PRIVACY POLICY.

Created by Webdeersign 20 May 2018

## General data policy summary.

We will never use your data or contact details to send you any form of advertising or promotion. In addition we will never pass your information to any 3rd party.

## Why do we need information about you?

We would need your data to contact you in response to a request to answer a question by email, and for no other reason.

If you contact us using our Contact Us link, we don't ask for any information, but your Email Address will be sent to us when you send your email to us. We will only use your Email address to reply to your question or request. When there is no further need to continue the email conversation, your Email Address and any other information you choose to email to us, will be deleted in no more than after 4 weeks from the last contact.

## Precautions we take with your data.

Webdeersign uses 1 Apple Mac computer to process email. The system is always running the latest Apple updates and is password protected both for login and resume from standby. The computer is put into sleep when not being used and requires a password only known by one employee to enter the computer. We empty our email bin at the end of every working day.

## What data do we hold about you?

If you would like to see what information we may hold on you, then please send an email to [info@webdeersign.com](mailto:info@webdeersign.com), with your name and email and we will reply with any details we have on your information.

## Cookies.

We do not use Cookies in our site.

## Newsletter.

Our newsletter distribution is completely handled by Mailchimp (<https://mailchimp.com>) who collect email addresses and send email newsletters to those users who have subscribed to our newsletter. We get a confirmation email from each new subscriber, and we delete these emails immediately and do not keep any record of who has subscribed to our newsletter. We empty our email bin at the end of every working day.

## Ordering from the Webdeersign website.

Our online ordering system is fulfilled by Paddle (<https://paddle.com>) who process orders for us and we get a confirmation email from Paddle for every order containing the email of the person who placed the order. We delete these emails immediately and we empty our email bin at the end of every working day. Paddle keep the records of email addresses for orders placed on the Webdeersign web site.

## Further information.

Please contact [info@webdeersign.com](mailto:info@webdeersign.com)