

PRIVACY POLICY

Please read through the policy carefully to make sure you clearly understand how we collect personal information and what we use it for. Efex Academy Design & Displays Ltd are committed to protecting your privacy, and as such, any information you provide to us cannot be seen by un-authorized third parties.

Efex Academy Design & Displays Ltd do not disclose buyers' information to third parties other than when we are producing a large e-mail campaign.

We store our database on our own, in-house servers, and use a mailing company (wired marketing) for our mailer sent out a maximum of 4 times a year. Efex Academy Design & Displays Ltd has a regular cycle of cleansing and refreshing data contained within our database to ensure each record is kept up-to-date. Any invalid records are either update or securely deleted.

What kinds of personal information do we collect and how do we use it?

On our site, we have two areas where we may ask you to submit personal information in order to answer an inquiry or to sign you up to our mailing list. Any information which you provide in these forms will be securely stored on our own computer systems and will not be viewable or sold to third parties. The personal information we collect on these pages are; name, company name, address, e-mail address and phone number.

We only collect any credit or debit card information when receiving payment for an on going job or final payment for a job we have produced. All card details are deleted once the card transaction has been completed.

Cookies Information

Efex Academy Design & Displays Ltd does not collect any information from our website other than our contact page or sign up form.

Opting Out

We want to make sure that information we hold about you is correct and up-to-date. Therefore, if you believe the information we hold on you is inaccurate, then you can ask us to correct or remove it at no charge to you. Please call us on 020 8773 2207 or send an e-mail to info@efexacademy.com to do so.

Request to Object

In all correspondence, we will provide the option to object from receiving further communications. On any e-mails you receive from Efex Academy Design & Displays Ltd, there will be the option to REMOVE or unsubscribe from receiving any further e-mail correspondence. If you receive a call from us, you have the right to request not to receive any further calls.

To object to communications from Efex Academy Design & Displays Ltd you can; click the 'unsubscribe' link at the bottom of any e-mail campaign or REMOVE in the subject line of any direct e-mail and send it back to us. If you have received a call, please tell the representative that you no longer wish to receive communications from Efex Academy Design & Displays Ltd, please call 020 8773 2207 and ask to speak with the customer service team, please e-mail us at info@efexacademy.com or by writing to: Efex Academy Design & Displays Ltd, The Mews, 129a Stafford Road, Wallington, Surrey, SM6 9BN, United Kingdom.

All requests will be processed within 30 days.

Request for Deletion

If you wish for us to remove all the data we hold about you, then please make a request for deletion. This means that we will remove you from our database. If you simply do not wish for Efex Academy Design & Displays Ltd to contact you, then we suggest you request to object rather than request to delete, as this will ensure your data is retained in case you wish to contact Efex Academy Design & Displays Ltd in the future.

To request deletion from the Efex Academy database you can

either call 020 8773 2207 and ask to speak with the customer service team, e-mail us: info@efexacademy.com or by writing to: Efex Academy Design & Displays Ltd, The Mews, 129a Stafford Road, Wallington, Surrey, SM6 9BN, United Kingdom.

You have the right to request all the data we hold on you to be sent to you. Please make your request in writing by emailing info@efexacademy.com or by writing to: Efex Academy Design & Displays Ltd, The Mews, 129a Stafford Road, Wallington, Surrey, SM6 9BN, United Kingdom.

This policy was last reviewed and updated on the 25th May 2018. Policies are periodically reviewed to ensure compliance with the current compliance environment. For questions relating to this policy, please contact, info@efexacademy.com.

