

Privacy / Cookies and GDPR.

SER Ltd – Trading Name Photon Flux Web Design – is committed to keeping any information we collect about our visitors and customers secure, and also complying with GDPR (General Data Protection Regulation) law.

1. Data Controller.

The data controller is SER Ltd (trading as Photon Flux Web Design) - Contact Mark Waddington, 11 St Christophers Drive, Romiley, Stockport, Cheshire, SK6 3BD. Telephone 0161 217 9324. Email photonfluxuk@gmail.com

2 . What information do we collect and how do we collect it?

Our Website Input Forms

Our website is used to collect information from you via our online contact forms, of which there are two.

(**Security Note** - Please note that all data items mentioned regarding the two online forms below is sent to us using SSL encryption – and access to it – by us – is also only granted by password protected email (Gmail) which also using SSL encryption.)

A contact form accessible from the top right of most screens – this form contains the following fields into which information may be entered as described :-

Name - Your name or company name

Email – An email address

Contact Number - A telephone number

Overview of your requirements – A free text area into which a brief description of what might be needed can be entered.

A contact form which appears on most website pages – this form contains the following fields into which information may be entered as described :-

Name – Your name or company name

Email – An email address

Phone – A telephone number

Overview of what you would like to achieve – A free text area into which a brief description of what might be needed can be entered.

On both forms you must tick a confirmation box to indicate that you accept and agree the details laid out in this Privacy Policy. The content of the forms will not be sent to us unless this box is ticked, and we therefore have your consent to use the information you send.

The lawful basis for us collecting the information as described above is to allow us to make contact with you in order to progress doing business with you.

When details are sent to us using either of the above two forms, they are delivered to a Gmail email account at Google. The address of this account is photonfluxuk@gmail.com

We will view the data you have sent, and use it to make contact with you.

If you decide to use our services we will engage in further communications via email and telephone which allow us to provide website, email and hosting services where needed – this information is stored on our password protected computer whilst we are doing business with you, and in the Google secure Gmail system. This also applies to any email sent to us directly to our photonfluxuk@gmail.com mailbox.

Through email and telephone conversations, you will be asked to provide information which is to be made publicly accessible on your website. This information will also be kept by us for the duration of our conducting business with you, in order that we can provide a consistent service including website recovery in the event the website is deleted.

If you do not wish to use our services, the information you have sent to us via the online forms is permanently deleted within 1 month of it arriving with us, and we will have no record, either electronically or manually of your communication or any part thereof. This also applies to any email sent to us directly to our photonfluxuk@gmail.com mailbox.

Only the **Data Controller** (one person) has access to the information you send via the forms on our website. Information you provide as content for your publicly visible website is made available to the public when the website is published – with your authorisation to proceed.

Sharing Information

Your information is not shared with or sold to any third party unless you provide written permission for us to do so.

Accessing your data and data deletion – your rights.

You may request via email to photonfluxuk@gmail.com that we provide you with all of the information we have about you, you may also stipulate how we use this information, and also request that we permanently delete some or all of your information.

What are Cookies?

A cookie (also called web cookie, Internet cookie, browser cookie, or simply cookie) is a small piece of data sent from a website and stored on the user's computer by the user's web browser while the user is browsing. Cookies were designed to be a reliable mechanism for websites to remember stateful information (such as items added in the shopping cart in an online store) or to record the user's browsing activity (including clicking particular buttons, logging in, or recording which pages were visited in the past). They can also be used to remember arbitrary pieces of information that the user previously entered into form fields such as names, addresses, passwords, and credit-card numbers. Not all websites use all types of cookie – some websites use no cookies, some use many cookies

to perform different tasks.

Our Use of Cookies

Our website is developed using a development framework called Laravel. Laravel places two cookies on your computer :-

XSRF-TOKEN
laravel_session

These cookies do not hold personal data, they are security cookies for the Laravel framework. These can be turned off using your browser settings.

We use no other cookies.

If all or part of our business is sold or transferred to a new owner.

In the event that we sell and/or transfer control of all or part of our business, any personal data which you provided to us will be transferred to the new owner who will be permitted to use that data only in the same way as we used it to conduct our business with you.

In the event that any of your data is to be transferred to a new owner, you WILL be contacted in advance and informed of the changes we are planning.

We may update this document as and when required, such as if new systems come online on the website which collect further details about you. Please contact us if you have any questions and we will be more than happy to help.