

# Privacy Policy

## Personal Information

We store information such as contact names, job titles, telephone numbers, company names and email addresses for our existing customers, former customers or we've sent you a quotation for our products in the past.

As we are a company with less than 250 employees, we do not have an appointed Data Protection Officer.

Our Data Processor contact details: Sarah Campbell [sarah@mbtechnology.co.uk](mailto:sarah@mbtechnology.co.uk) 0161 250 0933.

Personal data will be used for strictly professional, commercial, and informative terms only.

Personal data will not be sold or shared.

## Business to Business Marketing

We send marketing emails to existing customers, former customers, or individuals within an IT Reseller business that we have sent a quotation for our products in the past.

We also send marketing emails to prospect Reseller contacts where we have a [legitimate business interest](#).

We offer a clear and concise opt-out (unsubscribe link) function on all our communication.

## Collection of Personal Information

MB Technology may collect Personal Data about you from a variety of sources, including, directly from you, from other Users, from resellers and distributors, from our vendors, from our service providers, from third party information providers and through the operation of the Website.

Personal Information collected by MB Technology may include:

- your first and last name
- billing or shipping address
- credit card or payment information
- government issued identification number
- email address
- phone number
- purchase information and history
- your account number

## Use of information

MB Technology uses Personal Data we collect to operate our business and provide you with Offerings, which includes using this data to improve our Offerings and personalize your experiences. We also may use the data to communicate with you, for example, informing you about your account and product information.

# Your IP Address

We use your IP address to help diagnose problems with our server and to administer the Site. Your IP address is used to help identify you and to gather broad demographic information about you. Your IP address may also use to assist in the detection of fraud and we may pass this information to the police. We use Google Analytics tracking technologies on our website.

# Cookies

A cookie is a small file that is automatically issued to your computer when you enter our Site and which is stored by the browser on your computer's hard drive. Cookies identify your computer, not the individual user of your computer. Cookies store some basic information that helps us to identify if you have visited the Site before and if you have provided us with some personalised information. Our Site uses cookies to keep track of what you have purchased. We use cookies to deliver content specific to your interests, to save your password (if you have supplied us with one) so you do not have to re-enter it each time you visit our Site, and for other purposes. You can disable cookies or set your browser to alert you when cookies are being sent, but if you choose to do so you may not be able to access some areas of the Site.

# Information We Request Directly from You

Our Site's registration forms, and order forms require you to give us personal information (like your name, address and/or email address). If you are ordering products over and above your authorised credit limit, you will be asked to provide financial information (like your account or credit card numbers).

# Disclosure in Compliance with Laws

You should be aware that we may release your personal information or financial information when we believe it is necessary to comply with laws or regulations, to assist law enforcement, to enforce the terms under which you transacted with MB Technology, or to protect the rights, property or safety of MB Technology, users of the Site or others.

# How We Use Financial Information

Financial information that is collected is used to authorise payment and bill you for products and services. When you make a purchase on the Site, your consent is given to provide your financial or personal information to those third parties necessary to process your transactions with us, such as credit card companies, banks and the companies that handle shipping on our behalf. This includes exchanging information with other companies and organisations for fraud protection and credit risk reduction. Except as provided above, we will not share financial information with third parties without your prior consent.

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