

Lbox Communications Privacy Policy

Lbox Communications is the trading name of Beta Distribution South (Ltd. This privacy policy will explain how our organisation uses the personal data we collect from you when you use our website.

Topics:

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- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
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What data do we collect?

Lbox Communications collects the following data:

- Personal identification information (Name, email address, phone number, mobile number and job title)

How do we collect your data?

You directly provide Lbox Communications with most of the data we collect. We collect data and process data when you:

- Register online or place an order for any of our products or services
- Voluntarily enter your details and watch gated content on our website
- Use or view our website via your browser's cookies

How will we use your data?

Lbox Communications collects your data so that we can:

- Process your orders and manage your account
- Contact you via email or phone with further information about products and services we think you might like



How do we store your data?

Lbox Communications securely stores your data at secure servers supplied to us by our ISO27001 accredited IT supplier.

Lbox Communications will keep your personal data for up to 4 years.

Marketing

Lbox Communications would like to send you information about products and services of ours that we think you might like. We will not pass your data to partner companies.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop Lbox Communications from contacting you for marketing purposes. If you no longer wish to be contacted for marketing purposes, please email booking@lboxcomms.co.uk

What are your data protection rights?

Lbox Communications would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

The right to access - You have the right to request Lbox Communications for copies of your personal data. We may charge you a small fee for this service.

The right to rectification - You have the right to request that Lbox Communications correct any information you believe is inaccurate. You also have the right to request Lbox Communications to complete information you believe is incomplete.

What types of cookies do we use?

There are a number of different types of cookies, however, our website uses:

- **Functionality** - Lbox Communications uses these cookies so that we recognize you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.

How to manage cookies

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

Privacy policies of other websites

The Lbox Communications website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.



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Changes to our privacy policy

Lbox Communications keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 10th February 2020

How to contact us

If you have any questions about Lbox Communications' privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: booking@lboxcomms.co.uk

Call us: 0208 940 0666

Or write to us at: Lbox Communications, Richmond Bridge House, Richmond Road, London, TW1 2EX

How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Lbox Communications has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.

Office: Richmond Bridge House 419 Richmond Road Richmond TW1 2EX

Lbox Communications is the trading name of Beta Distribution (South) Ltd. VAT Reg No. 791 59 7182 Company Reg No. 4312971 Registered in England & Wales

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