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## Privacy Policy

This privacy policy sets out how GeneSys Developments Ltd uses and protects any information that you give us.

GeneSys Developments Ltd is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified, then you can be assured that it will only be used in accordance with this privacy statement.

GeneSys Developments Ltd may change this policy by updating this document. You should check this from time to time to ensure that you are happy with any changes.

### What we collect

We may collect the following information:

Name

Contact information including email address

Other information relevant to the services we provide to you the customer

### What we do with the information we gather

We require this information to provide you with a better service, and in particular for the following reasons:

To process your order and contact you about payment

Internal record keeping

We may use the information to improve our products and services

### Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

### Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

We will not sell, distribute or lease your personal information to third parties unless we are required by law to do so.

You may request details of personal information which we hold about you. If you would like a copy of the information held on you please write to us or email your request using [gdpr@orpheusnet.co.uk](mailto:gdpr@orpheusnet.co.uk)

If you believe that any information we are holding on you is incorrect or incomplete, please write to/email us as soon as possible. We will promptly correct any information found to be incorrect.