

CoreSite Services Privacy Policy

Introduction

CoreSite Services ("we", "our", "us") is committed to protecting and respecting your privacy. This policy explains how we collect, use, and safeguard your information when you visit our website (www.coresiteservices.co.uk) or engage with our services.

Information We Collect

We may collect and process the following data about you:

1. **Personal Identification Information:** Name, email address, phone number, and other similar contact data.
2. **Technical Data:** IP address, browser type and version, time zone setting, browser plug-in types and versions, operating system, and platform.
3. **Usage Data:** Information about how you use our website, products, and services.
4. **Marketing and Communications Data:** Your preferences in receiving marketing from us and your communication preferences.

How We Use Your Information

We use the information we collect in the following ways:

1. **To Provide Services:** Processing your orders and managing your account.
2. **To Improve Our Website:** Analyzing usage data to improve our website, products, and services.
3. **To Communicate with You:** Sending you updates, promotional materials, and other information.
4. **To Comply with Legal Obligations:** Ensuring our compliance with applicable laws and regulations.

Legal Basis for Processing Your Information

We process your personal information based on the following legal grounds:

1. **Consent:** You have given clear consent for us to process your personal data for a specific purpose.
2. **Contractual Necessity:** Processing is necessary for the performance of a contract with you or to take steps at your request before entering into a contract.
3. **Legal Obligation:** Processing is necessary for compliance with a legal obligation to which we are subject.
4. **Legitimate Interests:** Processing is necessary for our legitimate interests, provided your interests and fundamental rights do not override those interests.

How We Share Your Information

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information unless we provide you with advance notice. This does not include website hosting partners and other parties who assist us in operating our website, conducting our business, or servicing you, so long as those parties agree to keep this information confidential.

Data Security

We have implemented appropriate security measures to prevent your personal data from being accidentally lost, used, or accessed in an unauthorized way, altered, or disclosed. In addition, we limit access to your personal data to those employees, agents, contractors, and other third parties who have a business need to know.

Data Retention

We will only retain your personal data for as long as necessary to fulfill the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements.

Your Rights

Under data protection laws, you have rights including:

1. **Right to Access:** You have the right to request copies of your personal data.
2. **Right to Rectification:** You have the right to request that we correct any information you believe is inaccurate.
3. **Right to Erasure:** You have the right to request that we erase your personal data, under certain conditions.
4. **Right to Restrict Processing:** You have the right to request that we restrict the processing of your personal data, under certain conditions.
5. **Right to Object to Processing:** You have the right to object to our processing of your personal data, under certain conditions.
6. **Right to Data Portability:** You have the right to request that we transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: Glenn.Wrench@coresiteservices.co.uk.

Cookies

Our website uses cookies to collect information about your browsing activities to enhance your experience and the functionality of our site. For more detailed information on the cookies we use and the purposes for which we use them, see our Cookie Policy.

Changes to This Privacy Policy

We may update this privacy policy from time to time in order to reflect changes to our practices or for other operational, legal, or regulatory reasons. We encourage you to review this page periodically for the latest information on our privacy practices.

Contact Us

If you have any questions or concerns about this privacy policy or our data processing practices, or if you would like to make a complaint, please contact us at:

CoreSite Services

Office 157

36 Broadway

Irlam

Manchester

M44 6BS

Email: Glenn.Wrench@coresiteservices.co.uk

Phone: 07585689707

You also have the right to complain to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues, if you are not satisfied with our response to your complaint.