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## PRIVACY POLICY

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### INTRODUCTION

This is the internet privacy policy for Airlinesco Group Ltd and more specifically, <https://www.airnesco.com> also referred to within this document as the "Website".

The website is the property of Airlinesco Group Limited.

We take the privacy of all customers, visitors, suppliers and employees very seriously and will take all steps necessary to comply with our legal obligations when using your Personal Data. Therefore, set out in this privacy and cookies policy, is our position regarding certain privacy matters and the use of cookies on this Website.

This policy covers all data that is shared by a visitor with us whether directly via the Website, by email or any other means.

This policy provides an explanation as to what happens to any personal data that you share with us, or that we collect from you either directly via this Website, by phone or by email.

### INFORMATION WE COLLECT

In operating our website we may collect and process the following data about you;

- Your name and contact information including addresses and email addresses if given.
- Details of your visit to our website and the resources that you access including, but not limited to, traffic data, location data, weblog statistics and other communication data.
- Information that you provide by filling in forms on our Website, such as when you register to receive information such as our newsletter or contact us via the contact page, contact form or using chat.
- Information which you provided to us, when you communicate with us for any reason, by phone, letter or email.

### USE OF COOKIES

We may gather information about your computer for our services and to provide statistical information regarding your use of our Website.

- Such information will not identify you personally, it is statistical data about our visitors and the use of our site.
- It is used by us to analyse how visitors interact with the Website so that we can continue to develop and improve this Website.



**Airlinesco Group Ltd. Woodcock Farm, Woodcock Lane, Grafty Green, Maidstone, ME17 2AY**  
**Tel: 01622 850470 Fax: 01622 850252 Email : [info@airnesco.com](mailto:info@airnesco.com) Web: [www.airnesco.com](http://www.airnesco.com)**

Registered No. 3183992 England VAT No. 770337825



We may gather information about your general Internet use by using a cookie file that is downloaded to your computer.

- Where used, these cookies are downloaded to your computer automatically.
- The cookie file is stored on the hard drive of your computer as cookies contain information that is transferred to your computer's hard drive, they help us to improve our Website and the services we provide to you.
- All computers have the ability to decline cookies. This can be done by activating the setting on your browser which enables you to decline the cookies. Please note that should you choose to decline cookies you may be unable to access particular pages on the Website.
- Any advertising feature on this Website may also incorporate cookies, over which we have no control. Such cookies (if used) would be downloaded once you click on advertisements on our Website.

## USE OF YOUR INFORMATION

The information that we collect and store relating to you is used to enable us to provide services to you. In addition, we may use the information for the following purposes:

- To provide you with the information you have explicitly requested from us relating to our products or services and to provide information on other products which we feel may be of interest to you if you have consented to receive such information.
- To meet our contractual commitments to you.
- To notify you about changes to our Website, such as improvements or service/product changes, that may affect our service.
- If you are an existing customer, we may contact you with information about goods and services similar to those which were the subject of a previous sale to you.
- We may contact you about our (3<sup>rd</sup> party) service partner goods and services by any of the methods that you consented to at the time your information was collected.
- If you are a new customer, we will only contact you or allow third parties to contact you when you have provided explicit consent and only by those means you provided consent for.

## STORING YOUR PERSONAL DATA

- With the exception of those who choose to join our mailing list, we do not transfer any personal data we collect from you to locations outside of the European Economic Area for processing and storing.
- We will take all reasonable steps to make sure that your data is treated securely and in agreement with this privacy policy.
- Data that is provided to us is stored on our secure servers.
- The transmission of information via the internet is not completely secure and therefore we cannot guarantee the security of such data is entirely at your own risk.

## DISCLOSING YOUR INFORMATION

Your information will be kept **private & confidential**. We do not share or sell data. Your personal data will not be disclosed, with the exception of the following three circumstances:



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- Where we sell any or all of our business and/or our assets to a third party.
- Where we are legally required to disclose your information.
- To assist fraud protection and minimise credit risk.

### THIRD PARTY LINKS

You might find links to third party websites on our Website. These websites have their own privacy policies which you should check. We do not accept any responsibility or liability for third party Website policies whatsoever as we have no control over them.

### YOUR RIGHTS

At any point whilst Airlinesco is in possession of, or processing your personal data, you may have the following rights:

- Right of access – you have the right to request a copy of the Personal Data that we hold about you.
- Right of rectification – you have a right to correct Personal Data that we hold about you that is inaccurate or incomplete.
- Right to be forgotten – in certain circumstances you can ask for the Personal Data we hold about you to be erased from our records.
- Right to restriction of processing – where certain conditions apply you have a right to restrict the processing of your Personal Data.
- Right of portability – you have the right to have the Personal Data we hold about you transferred to another organisation.
- Right to object – you have the right to object to certain types of processing such as direct marketing, as well as processing we undertake based on our legitimate interests. As well as the right to object to automated processing, including profiling – you also have the right not to be subject to the legal effects of automated processing or profiling.

If you want to exercise any of these rights, please contact us ([info@airnesco.com](mailto:info@airnesco.com)). You don't have to pay a fee to exercise your rights, unless your request is clearly unfounded, repetitive or excessive (in which case we can charge a reasonable fee). Alternatively, we may refuse to comply with your request in these circumstances. Where your request is legitimate, we will always respond within one month (unless there is a legal reason to take longer, such as where your request is particularly complex). We may also need you to confirm your identity before we proceed with your request if it is not clear to us who is making the request.

In addition to the above, you may get in touch with the ICO (Information Commissioner's Office) if you are concerned about the way in which we are handling your Personal Data. However, where possible, we would really appreciate you speaking with us first if you have any concerns.

### OPTING OUT OF OUR MARKETING CAMPAIGNS



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# Airnesco

To unsubscribe from Airnesco newsletters or any other marketing emails, you simply need to click on the unsubscribe link at the bottom of the relevant communication you have received. Alternatively, please contact us ([info@airnesco.com](mailto:info@airnesco.com)) to opt-out of these communications.

## **CHANGES TO THIS PRIVACY NOTICE**

If we amend this notice it will be published on relevant Airnesco digital platforms, so please check back regularly to see if there have been any updates.



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