



EARTHMONKEY MEDIA LTD

Privacy Policy

November 2007



Introduction

Your privacy is important to us. Please read this Privacy Policy to learn about the ways in which we use and protect your personal information.

1. Collection of Data

In order to receive our newsletter, Monkey Business, a user is required to register. We only collect personal information about you that we consider necessary for this purpose, specifically your first name and email address.

2. Information We Collect

You can browse the EarthMonkey Media web site without telling us who you are or revealing any personal information about yourself.

We collect aggregate usage data, so we can identify the most popular pages in our website, identify common search terms and see who is linking to our pages. We also use cookies in some parts of the site to check the success of our advertising campaigns. These cookies are part of Google AdWords conversion tracking. Once again, the data we collect is not used to identify individuals but to examine aggregate behaviour. We do not log individual session files.

If you send us personal correspondence, such as emails or letters, we may store such information in a file specific to you.

3. Our Use of Your Information

We use information in the files we maintain about you, and other information we obtain from your current and past activities on the EarthMonkey Media web site, to resolve disputes, provide customer support, troubleshoot problems and enforce our Terms of Use.



By subscribing to Monkey Business, you agree that we may use available information about you to improve our marketing and promotional efforts, to analyze site usage, improve our content and product offerings, and customise the EarthMonkey Media web site content, layout, and services

4. Our Disclosure of Your Information

EarthMonkey Media will never share your personal information with third parties unless required to do so by law enforcement agencies.

5. Security

EarthMonkey Media uses industry standard practices to safeguard the confidentiality of your personal identifiable information, including, firewalls and virus checking of all incoming and outgoing emails. However, "perfect security" does not exist on the Internet.

All machines operated by EarthMonkey Media are run with a current virus checker installed and with up-to-date virus definitions. The machines are scanned on a regular basis to ensure that we don't become infected or upload any infected files. We advise anyone using the internet to run their own virus checker as we cannot be held responsible or liable for any problems resulting in virus infection.

6. Notice

We may make changes to this Policy from time to time. We will notify you of substantial changes to this Policy either by posting a prominent announcement on our site and/or by sending a message to the e-mail address you have provided to us that is contained within your user settings.



7. Queries

If you have any queries about this privacy policy, please email us at info@earthmonkey.biz or write to us at EarthMonkey Media Ltd, GTi Suite, Valleys Innovation Centre, Navigation Park Abercynon UK CF45 4SN.

To unsubscribe from our newsletter, please click the “unsubscribe” button at the foot of your email or contact info@earthmonkey.biz.

When requesting that personally identifiable information be amended or deleted, please keep in mind that there will be residual information that will remain within our databases, access logs and other records, which may or may not contain such personally identifiable information. The residual information will not be used for commercial purposes. However, we may use that information, from time to time, to recontact former visitors to the EarthMonkey Media site in certain limited circumstances - for instance, if required to do so by law.

Data Protection Act

EarthMonkey Media Ltd follows the guidelines of the Data Protection Act 1998 in collecting and storing data. If you have submitted personal information through this site and want to know what information we have about you, please email info@earthmonkey.biz.