

This website is operated by Business Tourism Scotland who are contactable via [info@businesstourismforscotland.com](mailto:info@businesstourismforscotland.com). This Privacy Policy explains our data processing practices with regard to this website. We encourage Users to frequently check this page for any changes to stay informed about how we are helping to protect the personal information we collect.

### **Personal identification information**

We may collect personal identification information from users in a variety of ways, including, but not limited to, when users visit our site, fill out a form, and in connection with other activities, services, features or resources we make available on our site. Users may visit our site anonymously. We will collect personal identification information from users only if they voluntarily submit such information to us. Users can always refuse to supply personally identification information, except that it may prevent them from engaging in certain site related activities.

Please note that the information given by you will be processed in accordance with the Data Protection Act 1998. The EU's General Data Protection Regulation (GDPR) will replace the 1998 act from 25 May 2018 onwards.

### **Non-personal identification information**

We may collect non-personal identification information about users whenever they interact with our website. Non-personal identification information may include the browser name, the type of computer and technical information about users means of connection to our site, such as the operating system and the Internet service providers utilized and other similar information.

### **Web browser cookies**

Our site may use "cookies" to enhance user experience. A cookie is a small text file which is downloaded to a user's device and can be used to track non-personal information about them. Users may choose to set their web browser to refuse cookies, or to alert them when cookies are being sent however you may find that you are not able to receive the best experience while on our website.

## **How we protect your information**

We adopt appropriate data collection, storage and processing practices and security measures to protect against unauthorized access, alteration, disclosure or destruction of your personal information, username, password, transaction information and data stored on our site.

## **Sharing your personal information**

We do not sell, trade, or rent users' personal identification information to others.

## **Changes to this privacy policy**

Business Tourism for Scotland has the discretion to update this privacy policy at any time. When we do, we will revise the updated date at the bottom of this page. We encourage users to frequently check this page for any changes to stay informed about how we are helping to protect the personal information we collect. You acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of modifications.

## **Disclosures**

The information you provide to us will only be used for internal purposes. We will not distribute, disclose or trade your data with any other party unless you have opted in to do so.

## **Your acceptance of these terms**

By using this Site, you signify your acceptance of this policy. If you do not agree to this policy, please do not use our website. Your continued use of the website following the posting of changes to this policy will be deemed your acceptance of those changes.

## **Contacting us**

Should you have any questions about this Privacy Policy, any concerns regarding use of personal data, or any questions relating to our website and email communications, do not hesitate to contact us by emailing [info@businesstourismforscotland.com](mailto:info@businesstourismforscotland.com).

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