

PRIVACY POLICY

This Privacy Policy notice discloses the information practices for NVIA's and its affiliates' web sites, including what type of information is gathered and tracked, how the information is used, and with whom the information is shared.

Collection of Personal Information

You may choose to give us personal information directly in a variety of situations. For example, you may want to give us your name and contact information to communicate with you, to order a product, to process an order, to register for a service, to provide you with a subscription, or to do business with us if you are a supplier or a business partner. If you tell us that you do not want us to use your information to make further contact with you beyond fulfilling your request, we will respect your wishes.

We may also collect information relating to your use of our Web sites through the use of various technologies. For example, when you visit our web sites, we may log certain information that your browser sends us, such as your IP address, browser type and language, access time, and referring web site addresses, and we may collect information about the pages you view within our sites and other actions you take while visiting us. Collecting information in this manner allows us to collect statistics about the usage and effectiveness of our web sites, personalize your experience and tailor our interactions with you.

The information that we collect, either directly or indirectly, may be combined to help us improve its overall accuracy and completeness and to help us better tailor our interactions with you.

The information you provide to NVIA, as well as the information we have collected about you indirectly, may be used by NVIA for marketing purposes. Before we do so, however, we will offer you the opportunity to choose whether or not to have your information used in this way. You may at any time choose not to receive marketing materials from us by following the indications below.

We may also use or share your information to protect the rights or property of NVIA, our business partners, suppliers, clients, or others when we have reasonable grounds to believe that such rights or property have been or could be affected. In addition, we reserve the right to disclose your personal information as required by law and when we believe that disclosure is necessary to protect our rights, or the rights of others, or to comply with a judicial proceeding, court order, or legal process served on our web sites.

Information Security and Accuracy

We intend to protect your personal information and to maintain its accuracy. NVIA implements reasonable physical, administrative and technical safeguards to help us protect your personal information from unauthorized access, use and disclosure. For example, we encrypt certain sensitive personal information such as credit card information when we transmit such

information over the Internet. We also require that our suppliers protect such information from unauthorized access, use and disclosure.

Retention

We will retain your contact information for as long as is needed to provide you services. If you wish to request that we no longer use your contact information to provide you services contact us at info@nvia.co.uk. We will also retain and use your contact information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

Cookies

As mentioned above, we collect information from your visits to our Web sites to help us gather statistics about usage and effectiveness, personalize your experience, and tailor our interactions with you. We do so through the use of various technologies, including one called "cookies". A cookie is a piece of data that a Web site can send to your browser, which may then be stored on your computer as a tag that identifies your computer. While cookies are often only used to measure Web site usage (such as number of visitors and duration of visit) and effectiveness (such as topics visitors are most interested in) and to allow for ease of navigation or use and, as such, are not associated with any personal information, they are also used at times to personalize a known visitor's experience to a Web site by being associated with profile information or user preferences. Over time this information provides valuable insight to help improve the user experience.

Cookies are typically categorized as "session" cookies or "persistent" cookies. Session cookies help you navigate through the Web site efficiently, keeping track of your progression from page to page so that you are not asked for information you have already provided during the current visit. Session cookies are stored in temporary memory and erased when the web browser is closed. Persistent cookies, on the other hand, store user preferences for current and successive visits. They are written on your device's hard disk, and are still valid when you restart your browser. We use persistent cookies, for example, to record your choice of language and country location.

Most browsers, by default, automatically permit cookies, but also give you the ability to control the majority of cookies, including whether or not to accept them and how to remove them. Look under the heading "Tools" (or similar heading) in your particular browser for information about controlling cookies. You can set your browser in most instances to notify you before you receive a cookie, giving you the chance to decide whether to accept it or not. You can also generally set your browser to turn off cookies. Since cookies allow you to take advantage of some of our Web sites' features, we recommend that you leave them turned on. If you block, turn off or otherwise reject our cookies, some Web pages may not display properly or you will not be able to use any Web site services that require you to sign in.

Links to Non-NVIA Web Sites and Third Party Applications

To allow you to interact with other Web sites on which you may have accounts (such as social media sites) or join communities on such sites, we may provide links or embed third-party applications that allow you to login, post content or join communities from our Web sites.

We may also provide you with general links to non-NVIA Web sites.

Your use of these links and applications is subject to the third parties' privacy policies, and you should become familiar with the third party sites' privacy policies before using the links or applications.

NVIA is not responsible for the privacy practices or the content of those other Web sites.

Privacy Questions and Access

If you have a question or request regarding this Privacy Policy or NVIA's handling of your information, you can send an email to info@nvia.co.uk. You can also contact us at:

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