



UNIMAX
SOLUTIONS

Privacy Statement for Customers and
Suppliers

Privacy Statement

Unimax Solutions is the trading name of Unimax Software Limited, a private limited company.

Purpose

The purpose of this privacy statement is to explain how Unimax Solutions manages your personal data if you are not an employee of Unimax Solutions.

Why Unimax Solutions needs your data

If you are a customer

Unimax Solutions needs your personal data so that it can contact you about a contract you have with it, or about a support case that you have raised with it, or about our products and services you are interested in.

If you are a supplier

Unimax Solutions needs your personal data so that it can contact you about a contract it has with you, or about a support case that it has raised with you, or about your products and services it is interested in.

What it needs

The personal data Unimax Solutions needs about you is your basic contact information:

- Your name and your company job title, position or role
- Your company's name and your company address
- Your company telephone number and/or your company email address
- Your consent to receive communications by email

How it uses it

If Unimax Solutions has your personal data then it stores it in a single secure database that any of its employees may use if they need to contact you by letter, telephone, or email.

If you have an enquiry, contract or support case with Unimax Solutions then its employees may contact you from time to time about it as a matter of contract fulfilment or legitimate business interest.

If you have active consent to receive marketing communications by email then it will include you in email marketing campaigns that it believes you will be interested in based on the profile of your company. If you have withdrawn all your consents then it will not include you in any further email marketing campaigns.

Unimax Solutions does not store any item of your personal data other than what is listed above.

How long it keeps it

If you have an enquiry, contract or support case with Unimax Solutions then it will keep your personal data during, and for a maximum of 7 years after the completion of, that item.

If you have indicated consent to receive marketing communications by email then it will keep your personal data as long as your consent remains in place, and for a maximum of 1 year after you have withdrawn all your consents.

Your rights

You can adjust or withdraw your consent to receive marketing communications by email at any time. Ask Unimax Solutions to send you its Manage My Preferences email so that you can make these adjustments.

You can tell Unimax Solutions of any corrections to the personal data it holds about you and then you can expect Unimax Solutions to correct it.

You can tell Unimax Solutions to delete your personal data and if it is not stored for reasons of contract fulfilment or legitimate interest and then you can expect Unimax Solutions to delete it.

How to complain

If you wish to complain about Unimax Solutions' record of your personal data then please contact its Data Controller who will investigate further.

If you are not satisfied with the Data Controller's response or believe that it is processing your data incorrectly you can complain directly to the Information Commissioners Office (ICO).

The Unimax Solutions Data Controller is Jane Proudman, you can email her via data.controller@unimaxsolutions.com