



Privacy policy

This privacy policy sets out how LetteronDemand uses and protects any information that you give us when you use this website.

LetteronDemand is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy policy.

LetteronDemand may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 15/05/09.

What we collect

We ask you to give us the following information about yourself:

- name
- contact information including email address
- information about your education and previous employment
- other information relevant to your CV and/or chosen letter

What we do with the information we gather

We require this information to understand your needs and provide you with the service you are buying, and in particular for the following reasons:

- internal record keeping
- we may use the information from your profile to improve our products and service, and help us to advertise appropriately
- we may periodically send promotional email about new products, special offers or other information which we think you may find interesting using the email address which you have provided
- from time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, or post
- we may use the information to customise the website according to your interests

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

How we use cookies

A 'cookie' is a small file that is sent to your computer's hard drive when you visit a website. When you visit the website again, the cookie allows that site to recognise your browser. Cookies may store user preferences and other information. You can reset your browser to refuse all cookies or to indicate when a cookie is being sent. However, some website features or services may not function properly without cookies.



A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us in the order form.

Cookies are used by our website to store your preferences.

Controlling your personal information

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so.