

## Privacy Policy

InVoice ("We") are committed to protecting and respecting your privacy. This statement governs the manner in which we collect, use, maintain and disclose information collected from users of our services. This policy refers to the website <http://invoicingingers.co.uk>. This page is used to inform website visitors about our policies concerning the collection,

### use, and disclosure of Personal Information

if anyone decides to use our Service. If you choose to use our Service, then you agree to the collection and use of information in relation with this policy. The Personal Information that we collect are used for providing and improving the Service. We will not use or share your information with anyone except as described in this Privacy Policy.

### Information Collection and Use

If you contact us, we may keep a record of that correspondence – this can include your name, contact address, email address, telephone number, venue and requirements, and any other information relevant to your specific enquiries. The information we collect will be used to contact or identify you. We may also ask you for feedback, although you do not have to respond to this.

Digital information: Information you provide by filling in forms on our site [[www.motifmus.co.uk](http://www.motifmus.co.uk)] ("our site").

We may also ask you for information when you submit an enquiry, or when you report a problem with our site.

Details of any payments: We may also require your bank details if we, for some reason, need to make a payment to you, and any other information you choose to provide to us

### IP addresses and cookies

We may collect information about your computer, including where available your IP address, operating system and browser type, for system administration and to report aggregate information to our advertisers. This is statistical data about our users' browsing actions and patterns, and does not identify any individual.

### Cookies

Cookies are files with small amount of data that is commonly used an anonymous unique identifier. These are sent to your browser from the website that you visit and are stored on your computer's hard drive.

Our website uses these "cookies" to collection information and to improve our Service. You may refuse to accept cookies by activating the setting on your browser which allows you to refuse the setting of cookies. If you refuse cookies you may be unable to access certain parts of our site. Please note that if any third parties or links to our website use cookies, we have no control over this.

### Service Providers

We may employ third-party companies and individuals to facilitate our services, provide a service on our behalf, perform service-related services, or to assist us in analysing how our service is used. We want to inform our Service users that these third parties have access to your Personal Information. The reason is to perform the tasks assigned to them on our behalf. However, they are obliged not to disclose or use the information for any other purpose.

### Your rights

You may exercise your rights by contacting us via email. We aim to handle any requests within a reasonable period and, in any event, within one calendar month of the original request. You have the right:

- to be informed about what personal data we collect about you, why, on what lawful basis and what your rights are. You also have a right to request access to the information that we hold about you, and to receive a copy of this information, along with other information which is generally contained in this Privacy Statement.
- to request that inaccurate personal data be rectified, or completed if it is incomplete.
- To ask us to limit or cease processing or erase information we hold about you in certain circumstances.
- to object to us using your information for direct marketing. You can also ask us to stop using your information. We will do so unless I believe I have a legitimate overriding justification to continue processing your personal data.

If you have given us any specific consent to use your personal data, you have the right to withdraw it at any time. If you wish to tell us that you are withdrawing your consent, please email us at [musinvoice@gmail.com](mailto:musinvoice@gmail.com)

### Security

We value your trust in providing us your Personal Information, thus we are striving to use commercially acceptable means of protecting it. But remember that no method of transmission over the internet, or method of electronic storage is 100% secure and reliable, and we cannot guarantee its absolute security.

#### Links to Other Sites

Our Service may contain links to other sites. If you click on a third-party link, you will be directed to that site. Note that these external sites are not operated by us. Therefore, we strongly advise you to review the Privacy Policy of these websites. We have no control over, and assume no responsibility for the content, privacy policies, or practices of any third-party sites or services.

#### Children's Privacy

Our Services do not address anyone under the age of 13. We do not knowingly collect personal identifiable information from children under 13. In the case we discover that a child under 13 has provided us with personal information, we immediately delete this from our servers. If you are a parent or guardian and you are aware that your child has provided us with personal information, please contact us so that we will be able to do necessary actions.

#### Changes to this Privacy Policy

We may update our Privacy Policy from time to time. Thus, we advise you to review this page periodically for any changes. We will notify you of any changes by posting the new Privacy Policy on this page. These changes are effective immediately, after they are posted on this page.

#### Contact Us

If you have any questions or suggestions about our Privacy Policy, do not hesitate to contact us.