



3PS Privacy Policy

This Privacy policy is part of our Terms and Conditions.

Our privacy is important to us and we believe it is just as important to you.

The purpose of our Privacy Policy is to help you protect your privacy by explaining our online information practices and the options you have to manage the personal information collected by 3PS.

This Privacy Policy covers our treatment of any personally identifiable information that we collect when you use the 3D printing Solutions.co.uk website (the "Site") and when you use our services i.e. emails and files received from you.

Any links provided by the Site to third-party web sites are not covered by this Privacy Policy. 3PS accepts no responsibility for the privacy or security of data you provide to any third-party by using URL links on the Site.

By using the Site you agree that you have reviewed and understood the Term and Conditions and this Privacy Policy to your full satisfaction, that you accept and are subject to our Terms and Conditions and this Privacy Policy and that 3PS is permitted to use your personal information as set forth below.

1. What information do we store and for what purpose.

a. Using the Site

The Site does not use cookies; so no hidden information is being collected from you.

Neither can you enter, nor do we collect, any information from you.

b. Sending us an email

All emails are stored in our email database. Additionally we may store an action point(s) as a result of or directly from, your email. Similarly if it is your first contact with us we may store your details in our Customer database and mark you as a potential customer.

c. Telephone calls and face to face meetings.

We may record conversational details and/or action points arising from the conversation in our Customer database.

d. The Order process

The order process will create documents such as a quotation, order, order acknowledgement, invoice and all the information contained in these documents will be stored in our Order database. Typically the additional information to the above will be

- Description of order
- Prices
- Delivery address
- Special instructions

e. Usage of the information

- i. To contact you by email, telephone or postal service in order to fulfil your enquiries or requests to use our services.
- ii. To provide the necessary order processing and invoicing information
- iii. Analysis of our contact and order data to better manage our business
- iv. Marketing: we may occasionally contact you by email or postal service to advise you of new services or capabilities that 3PS has. Like you we do not like spam. This might happen once, almost certainly no more than twice per annum.

2. Transfer to other Third Parties

Your personal data will never knowingly be given or sold to any third parties unless specifically needed for the execution of our service to you. Delivery address information comes to mind; nothing else does.

3. Change or request for removal of your personal information

You can request amendment or deletion of the personal information that you have provided us by sending an email to 3ps@3psuk.com detailing specifically the information to be amended or deleted. We will act on this either immediately or, for deletion requests, after all outstanding orders have been completed and paid for. Additionally invoicing and payment information will be retained for an indefinite period.

4. Security

We have physical and electronic safeguards in place to protect personal information we have stored. However, even with such measures in place no-one is able to guarantee that unauthorised third parties will not be able to bypass these measures or otherwise capture information you provide over the Internet.

5. Changes to this Policy

We reserve the right to make changes to this privacy policy at any time. If at any time we decide to use personally identifiable information in a manner different from that stated at the time we collected the information, we will notify you by email to the last email address you have provided to us, with the options available to you.

6.