

## PRIVACY POLICY

This website is owned and operated by GONG Media Ltd. For more information about GONG, please see [Company Information](#) in our Terms of Use.

### OUR APPROACH TO PRIVACY

We want to make sure that when we collect information from you we do so in a way that does not infringe your right to privacy. This Privacy Policy is designed to give you useful information about your rights and the way we collect and use personal information.

Please note that by visiting and using this site you are agreeing to the use of your personal information as described in this Privacy Policy.

This policy may change from time to time. If we do make changes to it, we will post them on this page so that you are always aware of the information that we collect, how we use it, and under what circumstances we disclose it. These changes will have immediate effect.

### THE INFORMATION WE COLLECT AND HOW WE USE IT

We collect personally identifiable information about you when you:

*Register on the 'Alert News'*

- if you subscribe to receive our newsletters via the 'Alert News' page we collect your e-mail address. This newsletter includes details of our offers, podcasts for download and other goodies. We only use this information to send you our newsletters. If you wish to stop receiving our newsletters, you can do so at any time, by clicking the 'unsubscribe' link on the bottom of each newsletter that we send;

*Enter any of our contests or prize draws*

- if you enter any of our contests or prize draws, we collect your name, postal address, e-mail address, telephone numbers and date of birth. We only use this information to administer the contest or prize draw that you have entered.

### INFORMATION SHARING AND DISCLOSURE

We do not sell or rent your personal information. We may, however, give information about you to our employees and/or agents for the sole purpose of administering any services provided to you through or in connection with our site (e.g. prize draws, newsletters).

If so, we always require those third parties to adhere to the same security procedures that we follow ourselves.

Lastly, if ownership or operational control of all or part of our site were transferred, whether as part of the sale of GONG's business or otherwise, we may disclose your personal information to the transferee. If that happens, we would require them to use your information in a way that is consistent with this Privacy Policy.

### AGGREGATED INFORMATION

We may share non-personal aggregated statistics data about visitors to this site and sales and traffic patterns, with other parties. Just to be clear, this information does not identify users in any personal capacity; it just gives generalised information about the users of our site.

### COOKIES

While on the site, certain information is automatically logged about how you are using the site. This information may include the URL of the website which linked you to this site, your IP address and the pages you visit while on our site. The IP address indicates the location of your computer on the internet. IP addresses are not used to track your session and are not linked to anything personally identifiable.

A feature known as a cookie is also used. Cookies are small pieces of information stored by your internet browser onto your computer's hard drive so that websites can remember who you are. In effect, cookies tell us when you have visited our site and where you have been, but they do not identify you personally - just the presence of your browser. We use cookies to see how often people visit our site and what they look at. This helps us to know what parts of the site are popular - what people are interested in can make sure we have more interesting material on the site in future.

Most browsers are set up to accept cookies, but you can configure your browser to refuse cookies or to notify you when you received one. If you want to stop cookies being stored on your computer in future, please refer to your browser manufacturer's instructions by clicking "Help" in your browser menu. Further information on deleting or controlling cookies is available at

[www.AboutCookies.org](http://www.AboutCookies.org). If you choose not to accept these cookies, your experience at this site and third party websites may be diminished and some features may not work as intended.

### LINKS

This site contains links to third party websites that are not subject to this privacy policy. Please read [Links from this Site](#) in our Terms of Use for further information on these links. We strongly recommend that you read the privacy policy of any such websites visit before providing them with your personal information.

### SECURITY POLICY

We use reasonable precautions to keep the information disclosed to us secure. However, we cannot guarantee the security data you disclose on-line. You accept the inherent security risks of providing information and dealing on-line over the Internet not hold us responsible for any breach of security unless this is due to our negligence or willful default.

### **ACCESS TO YOUR INFORMATION**

You have the right to see your personal information (as defined under the Data Protection Act 1988) that we keep about you, receipt of a written request and payment of a fee.

If you are concerned that any of the information we hold on you is incorrect please let us know and we will amend. You can write us at GONG Media Ltd, Curzon House, 24 High Street, Banstead, Surrey SM7 2LJ, United Kingdom or via e-mail at [privacy@gonganime.com](mailto:privacy@gonganime.com)

### **HOW TO CONTACT US**

If you have any questions about our privacy practices, please contact us by writing to Privacy Officer, GONG Media, Curzon House, 24 High Street, Banstead, Surrey SM7 2LJ, United Kingdom or by sending an e-mail to [privacy@gonganime.com](mailto:privacy@gonganime.com)

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