



Privacy Policy

This privacy policy explains how iTango (trading as Office Solve) (We) use any personal information that we collect about you when you use this website.

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General Statement

The personal data that we keep is in the form of business contact names, work email addresses and work phone numbers for business to business marketing and research purposes. We provide opt-out options in our marketing campaigns and all data lists are managed and secured in accordance with GDPR protocols.

What information do we collect about you

We collect information about you when you fill in a contact form or email us directly. We subscribe to data lists that are GDPR compliant and where consent has been given by the contact on that list. We also collect information when you voluntarily comment on our blog posts and provide feedback. Website usage information is collected using cookies.

The information that we collect about you may include your contact name for your workplace, work email address, company address and work phone number, work IP address, work location plus any information you supply voluntarily.

Why we need your data

We collect information about you to fulfil your request e.g. if you fill out a 'send me a report' form and use this information to contact you directly, process your request and to email you about other products and services and information we think may be of interest to you. We may use your contact information to advertise our service to you on third part websites such as Facebook, Linked In and Hub Spot.

We may also contact you directly to follow up on the service and user experience we provide. We use your information collected from the website to personalise your repeat visits to our websites. If you agree, we may pass on your personal information to third parties that work in collaboration with iTango for the purposes of providing you with products and services. If iTango is ever sold to another company your contact information will be passed on to this new party.

We will take precautionary measures to ensure we do not collect any personal data from you we do not need in order to provide and oversee our services to you.

How long will we store your data

If iTango provides any paid for services to you, we are required under UK tax law to keep your basic personal data, name, address, contact details for a minimum of 6 years after which time it will be destroyed. Your information we use for marketing purposes will be kept with us until you notify us that you no longer wish to receive this information.

Marketing

We would like to send you updates and information about products and services of ours and other companies that we collaborate with, which may be of interest to you. If you have consented to receive marketing, you may opt-out at a later date. You have the right at any time to stop us from contacting you for marketing purposes or giving your information to other third parties that we collaborate with.

If you no longer wish to be contacted for marketing purposes please click [here](#).

What are your rights ?

You have the right to request a copy of the information that we hold about you, If you would like a copy of some or all of your personal information, please email use or write to us at the following address:

Email: stephen.watson@officesolve.co.uk

Address: iTango, 20B Albion Road, Sutton, Surrey, SM2 5TF United Kingdom

We want to make sure that your personal information is accurate and up to date. You may ask use to correct or remove information you think is inaccurate.

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner's Office <https://ico.org.uk/>

Cookies

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity. For further information visit www.aboutcookies.org or www.allaboutcookies.org. You can set your browser not to accept cookies and the above websites tell you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

Other websites

Our website contains links to other websites. This privacy policy only applies to this website so when you link to other websites you should read their own privacy policies. Changes to our privacy policy – we keep our privacy policy under regular review, and we will place any updates on this web page. This privacy policy was last updated 1st January 2021.

How to contact us

Please contact us if you have any questions about our privacy policy or information we hold about you.

Email: stephen.watson@officesolve.co.uk

Address: iTango, 20B Albion Road, Sutton, Surrey, SM2 5TF United Kingdom