

## Privacy Policy

**Effective Date:** February 2026

ViaCerta are committed to protecting and respecting your privacy. This policy explains how we collect, use, and protect your personal information when you use our website.

### 1. Information We Collect

We only collect personal information that you voluntarily provide through our website contact form. This may include:

- Your name
- Your email address

We do not collect any other personal data through our website.

### 2. How We Use Your Information

We use the information you provide to:

- Respond to your enquiries
- Communicate with you regarding our services

We do not use your information for marketing purposes unless you explicitly request it.

### 3. Legal Basis for Processing

We process your personal data based on:

- **Legitimate interests** – to respond to enquiries and communicate with potential clients
- **Consent** – where you voluntarily provide your information via our contact form

### 4. How We Store and Protect Your Information

We take appropriate technical and organisational measures to protect your personal data from unauthorised access, loss, or misuse.

Your information is stored securely and only retained for as long as necessary to respond to your enquiry or maintain business records.

### 5. Sharing Your Information

We do not sell, rent, or trade your personal data.

We may share your information with trusted service providers (such as email or website hosting providers) only where necessary to operate our website and respond to enquiries, and always in compliance with data protection laws.

## 6. Your Rights

Under applicable data protection laws, you have the right to:

- Access the personal data we hold about you
- Request correction of inaccurate data
- Request deletion of your data
- Object to or restrict processing
- Withdraw consent at any time

To exercise any of these rights, please contact us using the details below.

## 7. Contact Us

If you have any questions about this privacy policy or how we handle your data, please contact us at:

**Email:** [john.geary@viacerta.co.uk](mailto:john.geary@viacerta.co.uk)

## 8. Changes to This Policy

We may update this privacy policy from time to time. Any changes will be posted on this page with an updated effective date.