

# **Sigma 3 Digital Privacy Statement**

This Privacy Statement explains how Sigma 3 Digital Limited collects, uses, and protects personal details (name and email address) collected through our website. By providing your personal data, you consent to the processing of your information as described in this statement.

#### 1. Data Controller

Sigma 3 Digital Limited is the data controller responsible for the processing of personal details collected through our website.

#### 2. Personal Data Collection

We collect personal details such as your name and email address when you provide them through our website, for example, when you fill out a contact form.

# 3. Purpose and Legal Basis for Processing

We process personal details collected through our website for the purpose of communicating with individuals who have expressed interest in our services. The legal basis for this processing is your consent, which you provide by voluntarily submitting your personal details through our website.

### 4. Data Sharing and Disclosure

Personal details collected through our website will not be shared or disclosed to third parties without your explicit consent, except as required by law or as necessary to provide our services.

### 5. Data Security

We implement appropriate technical and organisational measures to protect personal details collected through our website from unauthorized access, loss, misuse, or alteration. We regularly review and update our security practices to ensure the ongoing integrity and confidentiality of the data we process.

#### 6. Data Retention

We retain personal details collected through our website only for as long as necessary to fulfill the purposes for which they were collected, or as required by law.

## 7. Your Rights

You have the right to access, rectify, or erase your personal data, as well as the right to withdraw your consent to the processing of personal details collected through our website, and the right to object to or restrict certain processing activities. You may exercise these rights by contacting us using the contact information provided below.

#### 8. Contact Information

If you have any questions, concerns, or requests related to this Privacy Statement or our data processing practices, please contact us at <a href="mailto:admin@sigma3digital.com">admin@sigma3digital.com</a>.

# 9. Changes to this Statement

We may update this Privacy Statement from time to time to reflect changes in our privacy practices or legal requirements. Any updates will be posted on our website, and we encourage you to review this statement periodically.