

## **Introduction**

Ultimate Transformation Ltd respects each individual's right to personal privacy. We will collect and use information through our Web site only in the ways disclosed in this statement. This statement applies solely to information collected at Ultimate Transformation Ltd's Web site.

## **Part I. Information Collection**

Ultimate Transformation Ltd collects information through our Web site at several points. We collect the following information about primary visitors: first name, surname, telephone number, email address and optionally information regarding any issues with which we may help you.

Ultimate Transformation Ltd does not actively market to children, and we never knowingly ask a child under 13 to divulge personal information.

We collect this information through several forms on our website:

**Contacts Form:** This form will collect your first name and surname, your telephone number and your email address and any comments you wish to make.

**Appointment Request form:** This form will collect your first name and surname, your telephone number and your email address and optionally any information you wish to give us.

**Mailing List Signup Form:** This form will collect for first name and email address only.

Additionally, you will be required to confirm your subscription for the mailing list.

The information is collected voluntarily.

We do not employ cookies. A cookie is a small text file that a Web server places on a user's computer hard drive to be a unique identifier.

## **Part II. Information Usage.**

The information collected by Ultimate Transformation Ltd will be used for record-keeping and marketing by Ultimate Transformation Ltd

Registered users will receive additional announcements from us about products, services, special deals, and a newsletter. Out of respect for the privacy of our users we present the option to not receive these types of communications.

The information we collect will not be used to create customer profiles based on browsing or purchasing history. We will not supplement information collected at our Web site with data from other sources.

We will not share data with third parties.

We offer links to other Web sites. Please note: When you click on links to other Web sites, we encourage you to read their privacy policies. Their standards may differ from ours.

If our policy on information collection or uses changes, will advise you by email as soon as practicable

## **Part III. Access to Information**

Ultimate Transformation Ltd maintains the accuracy of our information. Clients may request their own personal information and inform us about inaccuracies they may find. Clients may request us by email or in writing to delete their information from our database.

## **Part IV. Problem Resolution**

If problems arise, users may contact Ultimate Transformation Ltd by email or in writing. We are committed to resolving disputes within two weeks.