



## Website Privacy & Disclaimer

### Privacy

This site is operated by Hodge + Collard. When visiting this site, a record of your visit is logged. The following information is recorded for statistical purposes and is used by Hodge + Collard to improve our service.

- This information is supplied by your browser
- the user's server address
- the user's operating system
- the user's domain name
- the date and time of the visit to the site
- the pages accessed and the documents downloaded, and;
- the type of browser used

No attempt will be made to identify users or their browsing activities except in the unlikely event of an investigation, where a law enforcement agency may exercise a warrant to inspect the Internet web server logs.

### When you email us:

- we will record your email address
- we will only use your email address for the purpose of our communication with you
- we will not use your email address for any other purpose, and;
- we will not disclose your email address without your consent.

Other information collected by us, for example through the use of an online form, will only:

- be collected by lawful and fair means
- be used for a lawful purpose
- be collected with your consent, and;
- the purpose for collection will be clear and explicit.

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- i. The material will not contain any item that is unlawful or otherwise unfit for publication;
- ii. You will use reasonable efforts to scan and remove any viruses or other contaminating or destructive features before submitting any material;
- iii. You own the material or have the unlimited right to provide it to us and Hodge + Collard may publish the material free of charge and/or incorporate it or any concepts described in it in our products without accountability or liability; and

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