

PRIVACY POLICY MODEL FOR INFOTEK SOFTWARE'S MOBILE JOBSHEET SYSTEM

This privacy policy governs your use of the software application Mobile Jobsheet ("Application") for mobile devices that was created by Infotek Software Ltd. The Application is Our Mobile Jobsheet system is suitable for any company wanting a simple way to manage their paperwork & employee jobs in the field. The Mobile Jobsheet application is part of our "Mobile Jobsheet System". Please visit our website www.mobile-jobsheet.com for full details and where you would need to sign-up to use full system capabilities. Mobile Jobsheet captures your job information and then synchronises the information between the Application and your own management console where you have complete overview & control of all jobs from mobile users.

Infotek Software Ltd is committed to the protection of the privacy of its customers. Unless compelled by applicable legislation, we will not provide any information to a third party without your permission, except as necessary to process your order, fulfil your requests or manage the services provided by your product subscription

User Provided Information

The Application obtains the information you provide when you download and register the Application. Registration with us is optional. However, please keep in mind that you may not be able to use some of the features offered by the Application unless you register with us.

When you register with us and use the Application, you generally provide (a) your name, email address, company name, user name, password and other registration information; (b) transaction-related information, such as when you make purchases, respond to any offers, or download or use applications from us; (c) information you provide us when you contact us for help; (d) credit card information for purchase and use of the Application, and; (e) information you enter into our system when using the Application, such as your job information, contact information, job images, customer signatures and general job management information.

We may also use the information you provided us to contact your from time to time to provide you with important information, required notices and marketing promotions.

Automatically Collected Information

In addition, the Application may collect certain information automatically, including, but not limited to, the type of mobile device you use, your mobile devices unique device ID, the IP address of your mobile device, your mobile operating system, the type of mobile Internet browsers you use, and information about the way you use the Application.

This Application can collect precise information about the location of your mobile device.

You can stop all collection of information by the Application easily by uninstalling the Application. You may use the standard uninstall processes as may be available as part of your mobile device or via the mobile application marketplace or network.

Data Retention Policy, Managing Your Information

We will retain User Provided data for as long as you use the Application and for a reasonable time thereafter. We will retain Automatically Collected information for up to 24 months and thereafter may store it in aggregate. If you'd like us to delete User Provided Data that you have provided via the Application, please contact us at info@infotek-software.co.uk and we will respond in a reasonable time. Please note that some or all of the User Provided Data may be required in order for the Application to function properly.

Security

We are concerned about safeguarding the confidentiality of your information. We provide physical, electronic, and procedural safeguards to protect information we process and maintain. For example, we limit access to this information to authorized employees and contractors who need to know that information in order to operate, develop or improve our Application. Please be aware that, although we endeavour to provide reasonable security for information we process and maintain, no security system can prevent all potential security breaches.

Changes

This Privacy Policy may be updated from time to time for any reason. We will notify you of any changes to our Privacy Policy by posting the new Privacy Policy here. You are advised to consult this Privacy Policy regularly for any changes, as continued use is deemed approval of all changes.

Your Consent

By using the Application, you are consenting to our processing of your information as set forth in this Privacy Policy now and as amended by us. "Processing," means using cookies on a computer/hand held device or using or touching information in any way, including, but not limited to, collecting, storing, deleting, using, combining and disclosing information, all of which activities will take place in the United States. If you reside outside the United States your information will be transferred, processed and stored there under United States privacy standards.

Contact us

If you have any questions regarding privacy while using the Application, or have questions about our practices, please contact us via email at privacy@applicationsite.com .