# Geckodb Privacy Policy

**About this Policy**
This policy sets out how Geckodb collects, uses and discloses your personal information.

If you disclose personal information to third parties, this policy will not apply and you will be subject to the privacy policy of that third party.

By accessing or using the services of Geckodb and this web site, you agree to the use and disclosure of your personal information in the manner described in this policy.

**What information is collected by us**
Geckodb collects personal information that it considers necessary for it to provide the services that it offers.

Personal information collected by Geckodb may include:

- Your business/organisation name, address and contact details.
- The names and contact details of representatives of your company/organisation.
- The services provided to you.
- Records of communications with Geckodb.

**How is personal information collected**
Geckodb collects personal information from you only when you provide information directly to Geckodb in person, by phone or in writing (whether electronic or otherwise).

**How is personal information used**
Your personal information may be used for the following purposes:

- To provide the services requested by you.
- To manage those services, including customer service and billing.
- To research, develop and improve Geckodb's services.
- For purposes connected with the operation of Geckodb.

Geckodb will never pass your personal or business information on to any third party or individual except to government and regulatory authorities as required by law.

**Data and other related information**
For some MS Access database development and redevelopment projects, Geckodb may require actual "live" data and other files or physical materials which may be classed as confidential or secret. This data (these materials) will only be used for the work that is required to complete your project. At no time will this data (these materials) ever be used for any purpose other than that which it was provided for. On completion of a project, any live data that was used will be completely removed from all Geckodb computers/data storage systems, and all other confidential/secret materials will be destroyed, except where information is required to be kept as outlined within this privacy policy. All information received by Geckodb in any form is treated as strictly confidential.

**Geckodb web site**
When you visit the Geckodb web site, Geckodb records anonymous information such as IP address, time, date, referring/exit pages and urls, pages accessed, documents downloaded, type of browser and operating system. This information may be used to analyse trends, administer the site, and gather broad demographic information for statistical use.

**How this policy changes**
This policy may change over time. All changes will be published on this website.

**Contacting Geckodb**
Please use our contact form if you have any questions relating to this privacy policy.