

Portview Fit-Out Limited – Information Security Policy Statement

Portview Fit-Out Limited is hereinafter referred to as "the company."

Portview's purpose is to deliver client vision into reality with sustainability and innovation at our core. Portview is a world class company. We deliver beautiful interior fit-out projects for the world's top brands, combining style and substance to achieve The Perfect Fit.

Privacy Policy

We respect the privacy of our customers and are committed to protecting their personal information. This privacy policy explains how we collect, use, and disclose personal information about our customers.

Information We Collect

We collect personal information about our customers when they register an account, place an order, or otherwise interact with us. This information may include:

- a) Name
- b) Address
- c) Email address
- d) Phone number
- e) Payment information

We may also collect non-personal information about our customers, such as their browser type and operating system, for the purpose of improving our website and services.

Use of Information

We use the personal information we collect to:

- a) Process orders and payments
- b) Communicate with customers about their orders
- c) Provide customer support
- d) Send promotional emails and newsletters (with the option to unsubscribe at any time)
- e) Analyze and improve our services
- f) Disclosure of Information

We do not sell or rent personal information to third parties. However, we may disclose personal information to third parties in the following circumstances:

- a) To process orders and payments (e.g. to shipping carriers or payment processors)
- b) To comply with legal obligations (e.g. to respond to a court order or subpoena)
- c) To protect our rights, property, or safety or that of our customers or others

Data Security

We take reasonable measures to protect personal information from unauthorized access, use, and disclosure. We use industry-standard encryption technology to transmit personal information over the internet, and we store personal information in secure databases.


Access and Correction

Customers can access and update their personal information by logging into their account on our website. They can also contact us to request that we delete their personal information, subject to any legal or contractual obligations.

Contact Us


If you have any questions or concerns about our privacy policy or the way we handle personal information, please contact us at [contact information].

This Policy has been approved by the company management and shall be reviewed by the management review team at least annually.

 Signed: 

Date: 15/05/23

Simon Campbell
 Managing Director

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|  Portview Fit-Out Specialists | COMPANY CONFIDENTIAL | Issue No: 1 |
| | Applicability: Information Security | Issue Date: 15/05/23 |
| | Title: PVF-POL-IS-Customer Privacy Policy Statement | Ownership: Head of IT |

