

Registered User Policy

Statement of Integrity

As the largest business information provider in the world, we think it is important to provide you with the most up to date information available. As you are our valued customer, we are committed to ensuring that this is relevant to you, your industry and your interests. To that end, the following is our policy in relation to users registered for access to Ipex World (“Registered User”) which we will strictly adhere to:

For the purposes of this Registered User Policy, “we”, “us” and “our” shall include the Institute for International Research Exhibitions Ltd (IIR Exhibitions Ltd, an Informa business) and any members of the same group together with carefully selected service providers who assist in running and maintaining Ipex World.

Our **Privacy Policy** (www.ipex.org/privacy) and **Terms of Use** (www.ipex.org/terms) will continue to govern the use of Ipex World subject to the following:

- Accessing or requesting data from the supplier microsites within Ipex World will constitute explicit permission to send or give your information to that supplier and/or companies in the same group as that supplier and/or agents, distributors or business partners of supplier and/or companies in the same group as that supplier and/or third party service providers to that supplier and/or companies in the same group as that supplier (“Permitted Supplier”).
- For the purpose of the UK Data Protection Act 1998 (the Act), after such time as the data is transferred, the data controller in relation to data provided to Permitted Suppliers shall be that Permitted Supplier. No warranties are given by us in relation to the Permitted Suppliers’ use (over which we have no control) of any data provided to them in accordance with this Registered User Policy.

Please note that Ipex World contains links to and from microsites of our suppliers and links to and from websites of our partner networks, advertisers and affiliates. If you follow a link to any of these microsites and/or websites, please note that they may have their own privacy policies and that we do not accept any responsibility or liability for these policies and/or how they are operated. Please check these policies before you submit any personal data to these microsites and/or websites.

Information we may collect from you

We may collect and process the following data about you:

- Information that you provide as part of the Registration procedure as outlined in our **Terms of Use** (www.ipex.org/terms). We may also ask you for information when you enter a competition or promotion, and/or when you report a problem with Ipex World.
- If you contact us in relation to Ipex World, we may keep a record of that correspondence.

- We may also ask you to complete surveys that we use for research purposes, although you do not have to respond to them.
- Details of your visits to Ipex World including, but not limited to, traffic data, location data, weblogs and other communication data, whether this is required for our own billing purposes or otherwise and the resources that you access.

The uses we make of this data are set out in the section headed “Uses made of the information” below.

IP addresses and cookies

We may collect information about your computer as part of your access to Ipex World, including where available your IP address, operating system and browser type, for system administration and to report aggregate information to our advertisers. This is statistical or anonymised data about our users' browsing actions and patterns, and does not identify any individual.

For the same reason, we may obtain information about your general internet usage by using a cookie file which is stored on the hard drive of your computer. Cookies contain information that is transferred to your computer's hard drive. They help us to improve our site and to deliver a better and more personalised service. They enable us:

- To estimate our audience size and usage pattern.
- To store information about your preferences, and so allow us to customise Ipex World according to your individual interests.
- To speed up your searches.
- To recognise you when you return to Ipex World.

You may refuse to accept cookies by activating the setting on your browser which allows you to refuse the setting of cookies. However, if you select this setting you may be unable to access certain parts of Ipex World. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you log on to Ipex World.

Please note that the Permitted Suppliers may also use cookies as part of any direct communication between you and that supplier, over which we have no control.

Where we store your personal data

The data that we collect from you may be transferred to, and stored at, a destination outside the European Economic Area ("EEA"). It may also be processed by staff operating outside the EEA who work for us. Such staff may be engaged in, among other things, the fulfilment of your registration, the processing of your details and the provision of support services. By submitting your personal data, you agree to this transfer, storing or processing for these purposes. We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with our **Privacy Policy** www.ipex.org/privacy .

All information you provide to us is stored on our secure servers.

Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access. Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of data transmitted to us; any transmission is at your own risk.

Uses made of the information

Subject to the “Statement of Integrity” above, we shall use information held about you in the following ways:

- To provide the information to Permitted Suppliers, who may have their own privacy policy dealing with their use of personal information, over which we have no control or responsibility.
- To ensure that content from Ipex World is presented in the most effective manner for you and for your computer.
- To provide you with information, products or services that you request from us which we feel may interest you, where you have consented to be contacted for such purposes.
- To carry out our obligations arising from any contracts entered into between you and us.
- To allow you to participate in interactive features of our service when you choose to do so.
- To notify you about changes to our service or that of any of our Permitted Suppliers.

Disclosure of your information

We may disclose your personal information to any company within our group for the relevant purposes set out in the section headed “Uses made of the information” above.

We may disclose your personal information to third parties other than Permitted Suppliers:

- In the event that we sell or buy any business or assets, in which case we may disclose your personal data to the prospective seller or buyer of such business or assets.
- If we or substantially all of our assets are acquired by a third party, in which case personal data held by us our customers will be one of the transferred assets.
- If we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply our **Terms of Use** www.ipex.org/terms or **Terms and Conditions of Supply** and/or other agreements; or to protect the rights, property, or safety of our company and/or companies in the same group, our customers or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

Your rights

You have the right to ask us at any time not to process your personal data for our own marketing purposes or to provide it to a Permitted Supplier. You can exercise your right to prevent such processing by contacting us at [ncraigwaller@iirx.co.uk].

Access to information

The Act gives you the right to access any personal information that we hold about you. Your right of access can be exercised in accordance with the Act. Any access request may be subject to a fee of £10 to meet our costs in providing you with details of the information we hold about you.

Please contact us at [ncraigwaller@iirx.co.uk] if you would like to make an access request.

Changes to our Registered User Policy

Any changes we may make to this policy in the future will be posted on this page and, where appropriate, notified to you by e-mail.

Contact

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to [ncraigwaller@iirx.co.uk].

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