

## **Auto Solutions' Privacy Policy**

Auto Solutions operates this Website for the purpose of providing information and services concerning its automobile business. Auto Solutions is committed to protecting personal information it receives from customers in compliance with Bermuda's Personal Information Protection Act 2016 (PIPA). The personal information that you provide is used (i) for the purpose of proving you with great service and (ii) reviewing and evaluating data associated with your purchase or service request to ensure that Auto Solutions' business is responsive to the needs of its customers. We do our utmost to restrict access and to keep confidential any personal information received.

By providing us with information, you agree to the collection and use of information in accordance with this Privacy Policy and PIPA.

### **Types of Information Collected**

While using our website or making inquiries about our services, we may ask you to provide personal information that can be used to contact or identify you or to service your needs. Such information may include:

- Your Name including spouse or partner's name where applicable
- Your Contact Details (Phone, Address, E-Mail Address)
- Licence Information
- Assessment Number
- Insurance Information (including information needed to acquire or renew vehicle insurance)
- Place of employment
- Financial information (such as credit card information or information associated with obtaining financing)
- Information about the vehicle you currently drive and the service or product that you are wishing to purchase
- Generally, the type of information that a business dedicated to selling and servicing vehicles would reasonably require to service your needs.

### **Protection of Information**

Auto Solutions has physical and electronic security measures in place to safeguard your information against loss or misuse. Whilst Auto Solutions uses its best efforts to protect your information, please remember that no method of information transmission or storage is 100% secure.

You may update/amend your information at any time. Your information will be kept no longer than is reasonably required to service your needs and to meet our business requirements.

## **Disclosure of Information**

Unless reasonably needed to service a vehicle or to complete the purchase of a vehicle or to meet our contractual obligations to report on sales to manufacturers/distributors, Auto Solutions does not disclose personal information.

It is Auto Solutions' general policy that your personal information will only be disclosed with your consent or as required by law.

## **Disclosure Consent**

By providing your information you consent to Auto Solutions reasonably using and disclosing (including to third parties) the information and data derived therefrom on a need to know basis:

- to provide you with the information, product or service that you are requesting; and
- for our reasonable business purposes including preparation of business reports/accounts and record keeping (6 years); regulatory compliance; evaluating/ reporting on general purchasing trends/ statistical data; assessing product performance; and improving business performance. Auto Solutions will endeavor to ensure that third party service providers have in place PIPA policies.

## **Children Visiting the Website**

**This website is a general audience site and is not intended for or directed to persons under the age of 16.** If you are under 16, please do not provide us with information about yourself.

## **Cookies**

Auto Solutions' website uses cookies to enhance your experience to our site. For example, we may use cookies to store details that help you to manage your account or search or to determine how users use our website so that we can improve our site. Cookies are not used to store any personal data or any other data that could be used to identify you as an individual. You may opt out of accepting cookies.

## **Linked Sites**

Auto Solutions' website may contain links to third-party sites not controlled by Auto Solutions or covered by this Privacy Notice. Auto Solutions' recommends that you check the Privacy Notices on other sites you visit.

## **Questions**

Should you have any questions about our Policy or any personal information you have provided, please contact our Privacy Officer:

### **Melissa Caldwell**

(T) 295-5000 (email)Melissa@autosolutions.bm