

PRIVACY POLICY

Top Build Awards (“Top Build Awards”, “us” or “we”) are committed to protecting and respecting your privacy, which includes any personal information that you may choose to provide us (“Personal Information”).

This privacy statement, together with Top Build Awards’s Terms and Conditions and Cookie Policy, set out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

Top Build Awards is the data controller in accordance with the General Data Protection Regulation (GDPR). We will process all Personal Information in accordance with GDPR.

The privacy of your personal data is important to us and we are wholly committed to ensuring that visitors to Top Build Awards’ website are informed about the information we may collect, the way we collect, use and store that information, and your rights at law with respect to that information.

This Statement sets out Top Build Awards’ privacy policies and practices for the personal information which you provide to us.

We may collect data about you including while you are navigating the pages of this website as well as details on how we use the information you provide to us and your rights in this regard.

By using this website you are subject to the terms of the statement. We suggest that you take the time to familiarise yourself with its contents.

WHAT HAPPENS WHEN YOU VISIT TOP BUILD AWARDS' WEBSITE?

Every time you connect to the internet or, if you use an always-on connection such as broadband or ADSL, you are automatically assigned a unique identifying number known as an Internet Protocol Address ("IP Address"). This IP Address, which contains information regarding the location of your computer on the internet, your country of origin and the name of your internet service provider (ISP), is automatically logged by Top Build Awards's website.

When you visit a website, your web browser automatically downloads a copy of the webpages and pictures that you view to your hard disk.

Certain pages of this website may also require that your browser downloads, together with the copy of the web page and pictures, a small text file called a "Cookie".

We collect information from you when you fill out a form or where you are asked to provide details.

If you subscribe to one of Top Build Awards' newsletters or if you opt to fill in a form, you will be asked to supply your email address and certain personal information such as your full name and surname, company, postal address, town, post code, country and telephone number. We store this information on Top Build Awards' database in order to provide you with the requested service.

WHY DO WE LOG YOUR IP ADDRESS?

WHAT IS AN IP ADDRESS?

When you first started your internet session (i.e. your computer connected to the internet) your computer was automatically assigned a unique IP Address.

This is your computer's unique address on the internet. Without that IP Address, websites would not be able to deliver their content to you as they would not be able to find your computer on the internet.

Because each time you disconnect and reconnect to the internet a new IP Address is automatically assigned to your computer, IP Addresses are not suitable for us to identifying you as an individual.

HOW DO WE COLLECT YOUR IP ADDRESS?

Each time you visit a page within this website your computer sends out a message to Top Build Awards' website asking for the content. This message sent by your computer also encloses your IP Address as a form of "return address" so that Top Build Awards' website may find your computer on the internet in order to send it the requested content. Top Build Awards' web-server automatically logs all these messages.

WHAT DO WE DO WITH YOUR IP ADDRESS?

When we log your IP Address, the data collected is grouped up with the other logged IP addresses in order to provide us with statistics on visitors to the site, such as the geographic location of visitors, how long they stay on Top Build Awards' site, which are the most viewed pages and other matters.

Collecting this information allows us to administer Top Build Awards' site, diagnose potential server problems, analyse visitor trends and statistics, and generally helps us provide you with a better experience.

COOKIES & ADWORDS

WHAT ARE COOKIES?

"Cookies" are small text files that are sent by websites so that the website can remember who you are.

Without cookies, websites and their servers have no memory.

A cookie, like a key, enables the website to remember users that have already visited. Without a cookie, every time you open a new web page the server where that page is stored will treat you like a completely new visitor. In general cookies help the site provide a better user and browsing experience.

HOW DOES THIS SITE USE COOKIES?

This site uses cookies to retain user preferences, store information, and provide anonymised tracking data to third party applications like Google Analytics.

HOW CAN I MANAGE MY COOKIE PREFERENCES?

You may prefer to disable cookies on this site and on others. The most effective way to do this is to disable cookies in your browser. We suggest consulting the Help section of your browser or taking a look at the About Cookies website which offers guidance for all modern browsers.

WHAT DO WE DO WITH THE PERSONAL INFORMATION YOU PROVIDE US WITH?

WHAT DO WE USE YOUR PERSONAL INFORMATION FOR?

Where contact details are submitted through the website or otherwise provided by you, these are stored in Top Build Awards' contacts database primarily in order to be able to administer your request and to provide you with the information required. This can include:

For the provision of services;

To help identify you in case we need to interact over the phone, electronic email or any other way;

To serve appropriate and tailored marketing material and content via SMS, email, phone, push notification, post or otherwise, in accordance with your marketing preferences;

To help diagnose system problems and to administer our Website;

To gather broad demographic information about you, such as determining whether you are a user from outside of Malta;

To monitor and improve our services;

To carry out customer research, testing and analysis;

To carry out risk management;

To enable us to comply with any legal or regulatory requirements; and

For advertising and promotional purposes.

IS YOUR PERSONAL INFORMATION SECURE?

Top Build Awards strives to protect the security of any data which you provide to it or which Top Build Awards collects about you, and will update it from time to time in order to ensure that its measures are always up-to-date in accordance with its obligations.

TO WHOM AND WHERE PERSONAL INFORMATION MAY BE DISCLOSED?

Your Personal Information will not be transferred or disclosed to third parties.

Where required by law, your Personal Information may be disclosed to an applicable governmental, regulatory enforcement authority.

WHERE IS YOUR DATA STORED?

When you chose to fill in a form with your personal details, your personal information will be stored:

On the computer where is the email notification is received.

On the website server that stores the data entries.

On third party ESP (email service provider) servers (only if you opt in to receiving updates from Top Build Awards).

RETENTION & DISPOSAL

We keep your information for as long as is necessary for the purpose for which it was originally obtained. We will take all necessary steps to ensure that the privacy of information is maintained upon disposal.

ACCESSING AND UPDATING YOUR PERSONAL INFORMATION

You have the right to request a copy of the personal data that Top Build Awards holds about you and to have any inaccuracies corrected. Furthermore, you may, where applicable, also have the right to have certain personal data rectified, blocked or erased.

THIRD PARTY WEBSITES

This website may contain hypertext links to third party websites. Top Build Awards has no control whatsoever over such websites and if you use a link to leave the Top Build Awards' website and access a third-party website you accept and agree that Top Build Awards cannot be responsible for the protection and privacy of any information which you might provide, make available to or is otherwise collected by third-party websites. Use caution and carefully examine any third-party privacy policy.