## **Welcome to Tech Pro 247!**

These terms and conditions outline the rules and regulations for the use of Tech Pro 247 LTD's Website, located at <a href="https://techpro247.co.uk">https://techpro247.co.uk</a>.

By accessing this website, we assume you accept these terms and conditions. Do not continue to use Tech Pro 247 if you do not agree to take all the terms and conditions stated on this page.

#### Cookies:

The website uses cookies to help personalize your online experience. By accessing Tech Pro 247, you agreed to use the required cookies.

A cookie is a text file that is placed on your hard disk by a web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you and can only be read by a web server in the domain that issued the cookie to you.

We may use cookies to collect, store, and track information for statistical or marketing purposes to operate our website. You could accept or decline optional Cookies. There are some required Cookies that are necessary for the operation of our website. These cookies do not require your consent as they always work. Please keep in mind that by accepting required Cookies, you also accept third-party Cookies, which might be used via third-party provided services if you use such services on our website, for example, a video display window provided by third parties and integrated into our website.

#### License:

Unless otherwise stated, Tech Pro 247 LTD and/or its licensors own the intellectual property rights for all material on Tech Pro 247. All intellectual property rights are reserved. You may access this from Tech Pro 247 for your own personal use subjected to restrictions set in these terms and conditions.

### You must not:

- Copy or republish material from Tech Pro 247
- Sell, rent, or sub-license material from Tech Pro 247
- Reproduce, duplicate or copy material from Tech Pro 247
- Redistribute content from Tech Pro 247

This Agreement shall begin on the date hereof.

Parts of this website offer users an opportunity to post and exchange opinions and information in certain areas of the website. Tech Pro 247 LTD does not filter, edit, publish or review Comments before their presence on the website. Comments do not reflect the views and opinions of Tech Pro 247 LTD, its agents, and/or affiliates. Comments reflect the views and opinions of the person who posts their views and opinions. To the extent permitted by applicable laws, Tech Pro 247 LTD shall not be liable for the Comments or any liability, damages, or expenses caused and/or suffered as a result of any use of and/or posting of and/or appearance of the Comments on this website.

Tech Pro 247 LTD reserves the right to monitor all Comments and remove any Comments that can be considered inappropriate, offensive, or causes breach of these Terms and Conditions.

### You warrant and represent that:

- You are entitled to post the Comments on our website and have all necessary licenses and consents to do so.
- The Comments do not invade any intellectual property right, including without limitation copyright, patent, or trademark of any third party.

- The Comments do not contain any defamatory, libelous, offensive, indecent, or otherwise unlawful material, which is an invasion of privacy.
- The Comments will not be used to solicit or promote business or custom or present commercial activities or unlawful activity.

You hereby grant Tech Pro 247 LTD a non-exclusive license to use, reproduce, edit and authorize others to use, reproduce and edit any of your Comments in any and all forms, formats, or media.

## Hyperlinking to our Content:

The following organizations may link to our website without prior written approval:

- Government agencies.
- Search engines.
- News organizations.
- Online directory distributors may link to our website in the same manner as they hyperlink to the Websites of other listed businesses; and
- System-wide Accredited Businesses except soliciting non-profit organizations, charity shopping malls, and charity fundraising groups which may not hyperlink to our Web site.

These organizations may link to our home page, to publications, or to other Website information so long as the link: (a) is not in any way deceptive; (b) does not falsely imply sponsorship, endorsement, or approval of the linking party and its products and/or services; and (c) fits within the context of the linking party's site.

We may consider and approve other link requests from the following types of organizations:

- Commonly known consumer and/or business information sources.
- <u>Dot.com</u> community sites.
- Associations or other groups representing charities.
- Online directory distributors.
- Internet portals.
- Accounting, law, and consulting firms; and
- Educational institutions and trade associations.

We will approve link requests from these organizations if we decide that: (a) the link would not make us look unfavourably to ourselves or to our accredited businesses; (b) the organization does not have any negative records with us; (c) the benefit to us from the visibility of the hyperlink compensates the absence of Tech Pro 247 LTD; and (d) the link is in the context of general resource information.

These organizations may link to our home page so long as the link: (a) is not in any way deceptive; (b) does not falsely imply sponsorship, endorsement, or approval of the linking party and its products or services; and (c) fits within the context of the linking party's site.

If you are one of the organizations listed in paragraph 2 above and are interested in linking to our website, you must inform us by sending an e-mail to Tech Pro 247 LTD. Please include your name, your organization name, contact information as well as the URL of your site, a list of any URLs from which you intend to link to our website, and a list of the URLs on our site to which you would like to link. Wait 2-3 weeks for a response.

Approved organizations may hyperlink to our website as follows:

- By use of our corporate name; or
- By use of the uniform resource locator being linked to; or

• Using any other description of our website being linked to that makes sense within the context and format of content on the linking party's site.

No use of Tech Pro 247 LTD's logo or other artwork will be allowed for linking absent a trademark license agreement.

#### **Content Liability:**

We shall not be held responsible for any content that appears on your Website. You agree to protect and defend us against all claims that are raised on your Website. No link(s) should appear on any Website that may be interpreted as libelous, obscene, or criminal, or which infringes, otherwise violates, or advocates the infringement or other violation of, any third-party rights.

### **Reservation of Rights:**

We reserve the right to request that you remove all links or any particular link to our website. You approve to immediately remove all links to our Website upon request. We also reserve the right to amend these terms and conditions and its linking policy at any time. By continuously linking to our website, you agree to be bound to and follow these linking terms and conditions.

#### Removal of links from our website:

If you find any link on our website that is offensive for any reason, you are free to contact and inform us at any moment. We will consider requests to remove links, but we are not obligated to or so or to respond to you directly.

We do not ensure that the information on this website is correct. We do not warrant its completeness or accuracy, nor do we promise to ensure that the website remains available or that the material on the website is kept up to date.

#### Disclaimer:

To the maximum extent permitted by applicable law, we exclude all representations, warranties, and conditions relating to our website and the use of this website. Nothing in this disclaimer will:

- Limit or exclude our or your liability for death or personal injury.
- Limit or exclude our or your liability for fraud or fraudulent misrepresentation.
- Limit any of our or your liabilities in any way that is not permitted under applicable law; or
- Exclude any of our or your liabilities that may not be excluded under applicable law.

The limitations and prohibitions of liability set in this Section and elsewhere in this disclaimer: (a) are subject to the preceding paragraph; and (b) govern all liabilities arising under the disclaimer, including liabilities arising in contract, in tort, and for breach of statutory duty.

If the website and the information and services on the website are provided free of charge, we will not be liable for any loss or damage of any nature.

# Tech Pro 247 - Service Booking & Repair Terms and Conditions

## 1. Additional Damage Charges:

• If extra damage is found during service, Tech Pro 247 may charge extra for the additional repairs.

## 2. No Electrical Repair Guarantee:

• Tech Pro 247 does not guarantee electrical repairs. Additional issues may be discovered during the repair process, and every effort will be made to address them.

## 3. Diagnostic Services:

• We will diagnose as per your request; any necessary additional services will be communicated and approved before proceeding.

## 4. Water Damage and Battery Faults:

Repair time may exceed the initial estimate for water damage or battery faults.

## 5. Change of Mind:

• Minimum service charge applies if you change or cancel requested services during the repair.

#### 6. Cost Estimate:

 The provided cost estimate is an approximation and may increase due to unforeseen issues or additional repairs needed during the service.

## 7. Payment Method:

- Payments are due upon repair completion.
- Cash payments are only available for invoices issued on the current day.
- Payment MUST be made prior to any agreed work being carried out, unless agreed otherwise.

#### 8. General Terms:

- Tech Pro 247 is NOT responsible for any deterioration of items and/or issues while in our possession.
- Tech Pro 247 is not liable for data loss.
- We reserve the right to refuse service for tampered devices.
- Tech Pro 247 is not responsible for any additional issues and/or required services not described and agreed to a booking.
- Tech Pro 247 is not responsible for post-repair damage due to misuse.
- Quoted data recoveries are not guaranteed to a specific amount of data unless explained otherwise.
- Standard Diagnostic takes a minimum of 1 business week and may take longer depending on the symptoms to complete and does not include any repairs.
- All items not collected by the owner within 3 months of the booking date become the property of Tech Pro 247.
- A minimum of 48 hours' notice is required before any unscheduled collection of booked items.
- Booked-in items may not be collected until all due payments are received and cleared.

By using our services, you agree to these terms. Tech Pro 247 may update them, and it is your responsibility to review periodically.

# **Tech Pro 247 Graphic Design Services - Terms and Conditions**

Welcome to Tech Pro 247 Graphic Design Services! Before you proceed with our graphic design services, please read and understand the following terms and conditions carefully. By using our services, you agree to abide by these terms.

## 1. Scope of Work:

- Tech Pro 247 will provide graphic design services as specified in the agreed-upon project proposal or work order.

#### 2. Payment:

- Clients are required to pay a specified deposit before the commencement of any design work.
- Final payment is due upon completion and delivery of the project.
- Tech Pro 247 reserves the right to withhold delivery or suspend services for overdue payments.

## 3. Project Timelines:

- Both parties will agree upon project timelines before the start of the project.
- Delays caused by the client, such as late feedback or additional requests, may result in adjusted timelines.

#### 4. Revisions:

- A specified number of revisions are included in the project scope.
- Additional revisions may incur extra charges.
- Tech Pro 247 will not be responsible for changes made to the design by parties other than Tech Pro 247 without our written consent.

## 5. Intellectual Property:

- Tech Pro 247 retains the intellectual property rights to all design work until full payment is received.
- Upon full payment, the client will have the right to use the final design for its intended purpose.

## 6. Confidentiality:

- Both parties agree to keep confidential any information that is not public knowledge and that is disclosed during the project.

#### 7. Termination:

- Either party may terminate the project with written notice if the other party breaches any material term of this agreement.
- In the event of termination, the client will pay for all work completed up to the termination date.

#### 8. Liability:

- Tech Pro 247 is not liable for any indirect, incidental, special, or consequential damages, or any loss of revenue or profits arising out of the use of our services.

#### 9. Communication:

- All project-related communication should be in writing via email or other agreed-upon means.

## 10. Governing Law:

- This agreement will be governed by and construed in accordance with the laws of United kingdom , and any disputes will be resolved in the courts of United kingdom.

By engaging Tech Pro 247 Graphic Design Services, you acknowledge that you have read, understood, and agreed to these terms and conditions. Tech Pro 247 reserves the right to update or modify these terms at any time. It is the client's responsibility to regularly review these terms for any changes.

## Tech Pro 247 Terms and Conditions for Data Recovery and Data Erasure Services

**Effective Date: 01/03/2023** 

Welcome to Tech Pro 247. By using our data recovery and data erasure services, you agree to comply with and be bound by the following Terms and Conditions.

#### 1. Introduction

These Terms and Conditions govern your use of our data recovery and data erasure services. By using our services, you agree to these Terms and Conditions in full.

#### 2. Definitions

- Personal Data: Information relating to an identified or identifiable natural person.
- Data Subject: The individual to whom the personal data belongs.
- Data Recovery: The process of retrieving data from damaged, failed, corrupted, or inaccessible storage media.
- Data Erasure: The process of securely deleting data from storage media to ensure it cannot be recovered.

## 3. Data Recovery Services

- 3.1 **Scope:** We use commercially reasonable efforts to recover data from your storage media.
- 3.2 **Confidentiality:** All recovered data is treated as confidential and will not be disclosed to third parties without your explicit consent.
- 3.3 **Security:** We implement appropriate technical and organizational measures to ensure the security of recovered data during the recovery process.

#### 4. Data Erasure Services

- 4.1 **Scope:** We securely erase data from your storage media using industry-standard data destruction methods.
- 4.2 **Certification:** Upon completion of data erasure, we will provide you with a certificate of data destruction.
- 4.3 Irreversibility: We ensure that data erased will be irrecoverable using standard data recovery techniques.

#### 5. Data Protection Obligations

- 5.1 **Compliance:** Both parties agree to comply with applicable data protection laws and regulations, including but not limited to the General Data Protection Regulation (GDPR) and the California Consumer Privacy Act (CCPA).
- 5.2 **Data Subject Rights:** We will assist you in responding to any requests from data subjects to exercise their rights under applicable data protection laws, including rights to access, rectify, or erase their personal data.
- 5.3 **Data Breach Notification:** In the event of a data breach, we will promptly notify you and provide reasonable assistance to mitigate the breach.

#### 6. Limitation of Liability

We are not liable for any loss, corruption, or alteration of data during the data recovery or data erasure processes, except in cases of gross negligence or wilful misconduct.

#### 7. Termination

We reserve the right to terminate or suspend access to our services immediately, without prior notice or liability, for any reason whatsoever, including without limitation if you breach the Terms.

## 8. Governing Law

These Terms shall be governed by and construed in accordance with the laws of [Jurisdiction], without regard to its conflict of law provisions.

### 9. Changes to Terms

We reserve the right, at our sole discretion, to modify or replace these Terms at any time. If a revision is material, we will provide at least 30 days' notice prior to any new terms taking effect. What constitutes a material change will be determined at our sole discretion.

#### 10. Contact Us

If you have any questions about these Terms, please contact us at:

Certainly! Below is a sample Data Confidentiality Policy tailored for your business, "Tech Pro 247." This policy outlines how your company will handle, protect, and ensure the confidentiality of sensitive data.

# **Tech Pro 247 Data Confidentiality Policy**

#### 1. Introduction

Tech Pro 247 is committed to protecting the confidentiality, integrity, and availability of all data that we collect, process, and store. This Data Confidentiality Policy outlines our approach to safeguarding sensitive information and ensuring that it is handled responsibly and securely.

## 2. Scope

This policy applies to all employees, contractors, consultants, partners, and any other entities affiliated with Tech Pro 247. It covers all data, regardless of form, that is handled, processed, or stored by the company.

#### 3. Definitions

-Confidential Information\*\*: Any data or information, in any form, that is not generally known to the public and is proprietary to Tech Pro 247 or its clients. This includes, but is not limited to, personal data, financial information, business strategies, and intellectual property.

Personal Data: Information related to an identified or identifiable individual, such as names, contact information, and identification numbers.

## 4. Responsibilities

Management: Ensures that all employees and affiliates are aware of and adhere to this policy.

Employees and Contractors: Are responsible for protecting the confidentiality of data they access, process, or store as part of their work with Tech Pro 247.

### 5. Data Classification

Data handled by Tech Pro 247 is classified into three categories:

Public: Data that is openly available and not subject to any confidentiality restrictions.

-Internal Use Only: Data that is not confidential but is intended for use within Tech Pro 247.

Confidential: Sensitive data that requires strict access controls and protection measures.

#### 6. Access Control

Access to confidential information is restricted to authorized personnel only. The following measures are in place:

Role-Based Access: Access to data is granted based on the role and responsibilities of the individual.

Authentication: Strong authentication mechanisms, such as multi-factor authentication, are used to protect access to systems containing confidential information.

Least Privilege: Employees and contractors are granted the minimum level of access necessary to perform their job functions.

### 7. Data Handling and Storage

Encryption: All confidential data must be encrypted during transmission and at rest using industry-standard encryption protocols.

Secure Storage: Confidential information must be stored in secure environments, such as encrypted databases or secure cloud services.

Data Minimization: Only the data necessary for business operations should be collected and retained.

## 8. Data Sharing and Disclosure

Internal Sharing: Confidential data should only be shared with authorized personnel within Tech Pro 247 who have a legitimate need to know.

- -Third-Party Sharing: Confidential information may only be shared with third parties under the following conditions:
- A Non-Disclosure Agreement (NDA) is in place.
- The third party has implemented adequate security measures to protect the data.
- The sharing is necessary for business purposes and has been approved by management.
- -Legal Compliance: Confidential data may be disclosed when required by law, provided that appropriate safeguards are in place.

## 9. Data Breach Response

In the event of a data breach, the following steps will be taken:

Containment and Recovery\*\*: Immediate steps will be taken to contain the breach and recover any lost data.

Assessment: The scope and impact of the breach will be assessed, including identification of affected data.

Notification: Affected parties will be notified as required by law, and regulatory authorities will be informed where necessary.

-Review: A post-incident review will be conducted to determine the cause of the breach and implement measures to prevent future incidents.

## 10. Training and Awareness

All employees and contractors must undergo regular training on data confidentiality and security practices. This training will include:

- Understanding data classification and handling procedures.
- Recognizing and reporting potential security threats.
- Best practices for maintaining data confidentiality.

## 11. Policy Review

This Data Confidentiality Policy will be reviewed annually, or as needed, to ensure its effectiveness and compliance with applicable laws and regulations.

#### 12. Violations

Violations of this policy may result in disciplinary action, up to and including termination of employment or contracts. Legal action may also be taken if warranted.

#### 13. Contact Information

For questions or concerns regarding this policy, please contact info@TechPro247.co.uk.

## **Approval and Acknowledgment**

This policy has been approved by [Your Name or Title] on [Date] and is effective as of [Effective Date]. All employees and contractors are required to acknowledge their understanding and acceptance of this policy.

# **Tech Pro 247 Customer Data Confidentiality Policy**

#### 1. Introduction

At Tech Pro 247, we understand that the confidentiality of your data is of utmost importance. We are committed to ensuring that all information you share with us is handled securely and with the highest level of integrity. This Customer Data Confidentiality Policy outlines how we protect your data and ensure its confidentiality.

#### 2. Scope

This policy applies to all customer data collected, processed, or stored by Tech Pro 247. It covers all forms of data, including but not limited to personal information, business data, and any other sensitive information shared with us.

#### 3. Definitions

Customer Data: Any information provided by or related to our customers, including personal details, business data, and other sensitive information.

Personal Data: Information that relates to an identified or identifiable individual, such as names, contact details, and identification numbers.

Confidential Information: All non-public information shared with Tech Pro 247, including but not limited to business strategies, technical data, and proprietary information.

## 4. Data Collection and Usage

Purpose: We collect and use your data solely for providing, improving, and personalizing our services, as well as for fulfilling any contractual obligations.

Transparency: We will always inform you about the data we collect and the purposes for which it is used.

Consent: Where required by law, we will obtain your explicit consent before collecting or processing your personal data.

#### 5. Data Protection Measures

Encryption: All customer data is encrypted both during transmission and while at rest using industry-standard encryption protocols.

- -Access Control: Access to your data is strictly controlled and limited to authorized personnel who need it to perform their job duties.
- -Data Minimization: We only collect and retain the minimum amount of data necessary to provide our services and fulfil our legal obligations.

## 6. Data Sharing and Disclosure

- -Internal Sharing: Your data will only be accessed by Tech Pro 247 personnel who have a legitimate need to know in order to provide services to you.
- -Third-Party Sharing: We do not share your data with third parties unless:
- -It is necessary to provide the service you have requested.
- -You have given explicit consent.
- -We are legally obligated to do so.
- -A Non-Disclosure Agreement (NDA) or similar confidentiality agreement is in place to protect your data.
- -Legal Obligations: If required by law, we may disclose your data to relevant authorities, but only after ensuring that all legal requirements are met and that you are notified where permissible.

#### 7. Data Retention

- -Retention Period: We retain your data only for as long as necessary to fulfil the purposes for which it was collected or as required by law.
- -Data Deletion: Upon request, or after the expiration of the retention period, your data will be securely deleted or anonymized.

## 8. Data Breach Response

In the unlikely event of a data breach involving your information:

-Immediate Action: We will take immediate steps to contain and mitigate the breach.

- -Notification: You will be notified promptly if your data is affected, along with information on the nature of the breach and the steps taken to address it.
- -Remediation: We will work to restore the integrity of your data and prevent future incidents.

## 9. Responsibility for Data Not in Tech Pro 247's Possession

Tech Pro 247 is only responsible for the confidentiality and security of customer data while it is within our possession or control. Once data is transferred or otherwise no longer in the custody of Tech Pro 247, we are not responsible for its security or confidentiality. This includes data that is stored or managed by third parties outside of Tech Pro 247's direct control, unless specifically agreed upon in a formal agreement.

## 10. Your Rights

As our customer, you have the following rights regarding your data:

- -Access: You have the right to access the personal data we hold about you.
- -Correction: You can request correction of any inaccurate or incomplete data.
- -Deletion: You may request the deletion of your data, subject to certain legal exceptions.
- -Restriction: You can request that we limit the processing of your data in certain circumstances.
- -Data Portability: You have the right to receive your personal data in a structured, commonly used, and machine-readable format.

#### 11. Contact Information

If you have any questions, concerns, or requests regarding your data, please contact us at Info@TechPro247.co.uk. We are committed to addressing your inquiries promptly and effectively.

## 12. Policy Updates

We may update this policy from time to time to reflect changes in our practices or legal requirements. Any changes will not be communicated to you, and you must visit our website to check for an update.

## Acknowledgment

By using our services, you acknowledge that you have read and understood this Data Confidentiality Policy and agree to its terms.

## Tech Pro 247

Address: First Floor Office 1, 64 Wellington Road, Hampton, TW12 1JT.

Phone: 020 7998 6930

By using our services, you acknowledge that you have read, understood, and agree to be bound by these Terms and Conditions.

If you have any questions or concerns about these terms, please contact us at info@techpro247.co.uk

Thank you for choosing Tech Pro 247 Services!