

## Site Policy

Welcome to [www.acte.dk](http://www.acte.dk)

ACTE A/S appreciates your interest in our company and your visit to our website. Please read this Site Policy carefully before using this website ("the Site"). It is ACTE A/S' aim that you shall feel confident that your privacy is respected and that due care is taken regarding personal information.

By using the Site you agree to the following agreement of Site Policy.

### About the Site Policy

The Site Policy explains how the information on the Site may be used in order not to violate the copyright and the rules for links to the Site.

The Privacy Policy explains how your personal data is handled. Personal data is all the information that can identify you as a user.

### Using the information on the Site

The information on this site is general and should not be relied upon or used as the sole basis for making significant decisions. ACTE A/S works constantly with the Site in order to make it as correct and updated as possible. However, the information contained on this site is provided "as is" without any expressed or implied warranty of any kind. In no event shall ACTE A/S be liable for any damages whatsoever arising out of the use of, or inability to use, the information on the Site or any of its linked sites.

### Copyright

The contents of the Site are copyright 2005 ACTE A/S and is protected by Danish and international copyright laws. All rights reserved.

Unauthorised use or distribution of any material on the Site may violate copyright, trademark and other laws and is subject to civil as well as criminal sanctions.

The Site or any proportion of it may not, except where otherwise indicated, be reproduced, duplicated, copied, transferred, distributed, stored or otherwise exploited for any commercial use without prior written permission by ACTE A/S. Modifications to the contents of the Site are expressly prohibited.

The Site may contain images that are subject to the copyright rights of their providers.

### Links

All links to the Site shall be to the home page if not otherwise is agreed in writing with ACTE A/S. When such linking occurs, all material linked from the Site shall be opened in a separate window, and may not be presented in connection with the trademark or logo type of any other website.

## **ACTE A/S Privacy Policy**

ACTE A/S takes your privacy seriously. Please read the following to learn more about our Privacy Policy.

### **What this Privacy Policy covers**

- This policy covers how ACTE A/S treats personal information that ACTE A/S collects and receives through the site [www.acte.dk](http://www.acte.dk), see below. Personal information is information about you that is personally identifiable like your name, address, email address, phone number, server logs from your browser, your IP-address and cookie information and that is not otherwise publicly available.
- This policy does not apply to the practices to people that ACTE A/S does not employ or manage.
- ACTE A/S does not assume any responsibility for the privacy practices or the contents of external websites to which the Site contains links.

### **What ACTE A/S does with the information**

- ACTE A/S collects personal information such as first name, last name, email address and other information which is voluntarily submitted by the users of the Site. The personal information provided by you will be processed for the purpose of providing the information and services you request.
- ACTE A/S automatically receives and records information on our server logs from your browser, including your IP-address, cookie information and the page you request.
- ACTE A/S uses information for the following general purposes: to improve website content, to get visitor statistics, to fulfil your requests for products and services and to improve our services.
- ACTE A/S does not sell the information to any third party.

### **What is a cookie and what is it used for?**

A cookie is a small text file which a website transfer to a site visitor's hard disk or browser to track the site usage. Cookies are used on many websites to provide visitors access to different functions. The information in a cookie makes it possible to follow how a visitor is using the website.

If you do not accept cookies, you can block these in your browser. The ways of handling cookies might differ between browsers. If using Internet Explorer, choose Tools -> Internet options -> Secrecy and click on Advanced. Choose if you want to accept cookies. If using Netscape, choose Edit -> Preferences -> Privacy&Security -> Cookies and make your choice.

### **Site Policy Updates**

ACTE A/S may at any time revise the terms of this Site Policy by updating it.

### **Contact**

If you have any questions or queries regarding the content of the Site Policy, you are welcome to contact us at [info@acte.dk](mailto:info@acte.dk).