



Privacy Policy

Ensuring Maximum Confidentiality and Privacy.

At Cyber South, we place great value on your privacy and its protection. We believe the issue of privacy and security of information forms the core of our online relationship with you and every customer who purchases our service or products via our Web site, per telephone or in writing/subscribing. Our objective is to ensure that maximum confidentiality and privacy is always maintained and to the greatest degree possible. Following is an overview of our **Privacy Policy** and how information about you, your company and your account is collected, managed and protected.

Cyber South will never give or sell personal or confidential information about you, your company or your account to any third party not affiliated with your transaction except as required by law, or necessary to provide the services requested by you, or as requested and authorized by you to do so.

Cyber South will make your personal information available to those individuals, business partners and third parties who must have access to it in order to meet your needs.

Cyber South will employ security technologies to protect your personal information from disclosure or theft.

Cyber South will provide the means for you to maintain control over your personal information and its removal from our database.

If you ever feel that Cyber South is not adhering to a strict Privacy Policy or is in some way compromising the integrity or security of your personally identifiable information, send us your concerns by clicking [Contact Office](#) or mail your concerns to:

Legal Department – Privacy Policy

Cyber South
P.O. Box 11223
Dana Bay, 6510
Western Cape
South Africa

How Cyber South collect and use information about you and your account.

To best meet your needs and provide the highest possible level of customer service, we need information. When you register with Cyber South, browse our Online Catalogue, place an Online Order or otherwise access our Website, we collect and store information including your name, title, company, shipping and billing addresses, phone number, fax number, email address, login ID, password, product selections, credit or other payment information, Uniform Resource Locator (URL), Internet Protocol (IP) address, and other demographic and profile data necessary to enable our business relationship. This information has only one purpose—to assist us in providing you with high quality, efficient and personalized services while making your use of our Website faster and easier. We use the information collected only for the purposes of registering you as a Cyber South customer, enabling you to access secure areas of our Website, processing and fulfilling your orders, informing you of your order status, and certain other functions. This information is strictly confidential and is shared only among those people and entities who require it in order to meet your business needs.

You are responsible for protecting information and systems on your premises.

Some information about your company and your packages may be stored in shipping systems located on your premises. If you are concerned about the security of information in these systems, you should secure it by activating passwords and using physical access controls. When these systems (hardware or software) are provided by Cyber South, we provide tools to facilitate these efforts to safeguard your information.

Security - Your secrets are safe with us.

Through the use of tools such as secure servers, passwords, firewalls, Secure Socket Layers (SSL), encryption and security software, your personally identifiable information is safeguarded to the maximum extent possible. We take every measure necessary to ensure that your information, including credit transactions and order fulfilment activity, is protected from loss, misuse, alteration or theft while under our control—both online and off-line.

A word about cookies.

A "cookie" is a small text file which is saved to your computer. It is used exclusively as an identifier that lets us recognize you every time you visit our site. It is how Websites like ours can say "Hello Tom" or "Hello Julie" when you sign on. Using the cookie, we can personalize your experience during each visit and save you time online. We are also able to track and target your interests and purchases to better meet your product and service needs. Your browser allows you to reject cookies if you choose. However, this may limit your ability to fully take advantage of all the functions, features and benefits of our Websites. The cookie is not linked to any personally identifiable information about you and in no way does it compromise your privacy or security. The Cyber South Websites utilise cookies to allow us to customize your login page and make your user experience more enjoyable.

Email & your Opt-Out Option.

From time to time, we may send you email messages about new products or services, site updates, special offers and promotions, or other information of special interest to you. However, if you prefer to ease your email load or just aren't interested in the information, you can "**opt-out**" of our email program by simply following the "unsubscribe" instructions contained in each email message.

Correcting, updating or deleting your personal information.

From time to time, it may become necessary for you to alter the personally identifiable information we have about you or your account (a new zip code, phone number, title, etc.). For modifications to your account set-up, contact our account department.