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#### Speaker Fees

Speaker fees are determined based on a number of factors and may change without notice. Speaker fees often vary based on: length of presentation, style of presentation and the location of the event. Fees listed on this web site serve only as a guideline. For an exact fee, please speak to one of our Account Managers. All fees are subject to VAT at the prevailing rate.

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We are committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

Parliament Communications Ltd. may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 2011.

What we collect

When you fill in a form on our website, we may collect the following information:

- your name
- the company your work for
- contact information including email address
- other relevant information you supply us with

What we do with the information we gather

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our products and services.
- We may periodically send promotional emails about new products, special offers
  or other information which we think you may find interesting using the email
  address which you have provided.
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail. We may use the information to customise the website according to your interests.

# Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about webpage traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

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You can choose to accept or decline cookies. The 'My Wishlist' function uses cookies to remember the speaker you may have added. As this information is held in a cookie, you will only be able to view your shortlist from the computer you used to set it up. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website, including the 'My Wishlist' function.

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You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you please write to: Verry House, Chine Crescent Road, Bournemouth England BH2 5LQ.

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