



SCM Website Terms & Conditions

1) Definitions

"This site", "our site" = <http://www.southamptoncitymission.co.uk> , <http://www.scmclientdb.appspot.com> and <http://scmclientdb.regngo.com> . "We", "us", "our" = Southampton City Mission (shortened to SCM). "Content" = Text, documents, pages, images

2) Purpose of our site

The purpose of our site is to enable users to have a reliable and up to date source of information about our charity and to provide an online referral service for SCM Basics Bank to Registered Users acting for registered Referral Agents.

We want you to make full use of our site, to use the information we offer for your own benefit and for you to provide information and materials found on our site to those whom you think might benefit from them. However, we need to ensure that our site is not abused or unfairly exploited, which is why we have to impose certain conditions on your use of it.

3) What our site should not be used for

You agree not to use our site:

- a) to create a database (electronic or otherwise) that includes material downloaded or otherwise obtained from our site except where expressly permitted;
- b) in such a way so as to remove the copyright or trade mark notice(s) from any copies of any material made in accordance with these terms;
- c) to upload, post, email or otherwise transmit any content that is unlawful, harmful, threatening, abusive, harassing, tortious, defamatory, vulgar, obscene, libellous, invasive of another's privacy, hateful, or racially, ethnically or otherwise objectionable;
- d) to upload, post, email or otherwise transmit any unsolicited or unauthorised advertising, promotional materials, "junk mail," "spam," "chain letters," "pyramid schemes," or any other form of solicitation;
- e) to upload, post, email or otherwise transmit any material that contains software viruses or any other computer code, files or programs designed to interrupt, damage, destroy or limit the functionality of any computer software or hardware or telecommunications equipment;
- f) in any way that might infringe third party rights or that might bring SCM into disrepute.

In addition, if you are a Registered User, you agree to:

- g) provide true, accurate, current and complete information about yourself and Clients.

- h) maintain the confidentiality of any details provided to you by us or otherwise via our site.
- i) process all personal data of users in accordance with all relevant data protection legislation.

And:

If you are not a Registered User for a Referral Agent or you are not authorised to use our site on behalf of a Referral Agent you should refrain from accessing the password protected pages of our site.

4) Registration, user name and password

Access to certain parts of our site may require you to register and provide certain information about yourself and where you do this you agree to:

- 1) provide true, accurate, current and complete information about yourself as prompted (such information being the "Registration Data"); and
- 2) maintain and promptly update the Registration Data to keep it true, accurate, current and complete.

4.1) Registration Data & Information supplied about Clients

Registration Data and information provided by Registered Users about clients is subject to our [Privacy Policy](#)

4.2) Unique user name and password

The registration processes on our site will involve you being allocated with a unique user name and password that gives you access to your account. You are responsible for maintaining the confidentiality of your user name and password, and are fully responsible for all activities that occur under your password or account.

4.2.1 Registered User and creating accounts

The Registered User will be responsible for creating his or her own account in accordance with the procedure outlined by us. The Registered User shall be responsible for ensuring that information provided at the time of creating the account shall be true, accurate, current and complete. We shall have the right to amend the Referral Agent name and/or Department name (if applicable) in the event that the information has been entered incorrectly and query the account details with the Registered User if we have sufficient reason to believe that an error may have been made.

4.2.2 What you agree to do

You agree to:

- (a) immediately notify SCM of any unauthorised use of your user name, password or account and any other breach of security; and

(b) ensure that you exit from your account at the end of each session.

4.2.3 Referral Agents and Registered User's responsibilities

The Referral Agent and its Registered User(s) will be fully responsible for all activities that occur under the Registered Users' Username(s) and Password(s) and the Referral Agent and the Registered User agree:

- a) that only the Registered User will use its Username and Password;
- b) to immediately notify us of any unauthorised use of the Registered User's Username and Password and any other relevant breach of security;
- c) that the Registered User will exit from their account at the end of each session; and
- d) that both the Registered User the Referral Agent will be jointly liable under these Terms and Conditions for all liabilities of the Registered User.
- e) agree to get the consent of your clients to store their personal data on our servers
- f) inform SCM if you are leaving your organisation so that your account can be disabled, by emailing office@southamptoncitymission.co.uk

4.3) SCM and failure to comply with Clause 4

SCM cannot and will not be liable for any loss or damage arising from the Registered User's or Referral Agent's failure to comply with your obligations under this Clause 4.

5) Copyright

All content (including text, images, logos, design and technical aspects) on this site is owned by or licensed to SCM. Content on public areas of this site may be downloaded and used for personal and charitable purposes only. The use of content found on this site for commercial purposes is strictly prohibited unless prior written consent is obtained from SCM.

6) Accessibility

Whilst we try to ensure full and uninterrupted access to this website, parts or all of this website may become restricted or inaccessible at any time and without notice. We take no responsibility for any loss or damage incurred as a result of any limited accessibility of this site.

7) Privacy policy

Any information transferred by you to us via this website will be held in accordance with our [Privacy Policy](#).

8) Site Safety

Whilst effort has been taken to ensure that our site is free from viruses, no warranties are given that it is free from viruses and users are responsible for ensuring that they have installed adequate virus checking software. SCM shall not be liable for any viruses or any other computer code, files or programs designed to interrupt, restrict, destroy, limit the

functionality of or compromise the integrity of our site or any hardware on which it is hosted.

9) External links

Some pages on this website have links to external websites and/or other web resources. The content of any external websites and/or other web resources is the responsibility of the owner of the linked to website or web resource - we take no responsibility for the contents, services or products advertised on any external website linked to in this way.

10) Linking to our website

We welcome links to our website, including 'deep linking' by which we mean that you may include a link to a specific page that is not the Home Page.

You may not display the contents of our website (or any page from it) independently of the website or allow it to be displayed surrounded or framed or otherwise surrounded by material not originating from us without our consent.

11) Terms and conditions for our Newsletter or Prayer Mail

By submitting your email address you agree to SCM sending you regular emails about our work:

- a) This is a newsletter service. You will receive free information about our work and campaigns via email.
- b) You may also receive information about other SCM services, including but not limited to, our fundraising activities.
- c) We will not sell or share your email and/or any personal details to any third party service.
- d) You are free to unsubscribe anytime from our newsletter service by choosing the "Unsubscribe" link at the bottom of all our email newsletters, or by emailing office@southamptoncitymission.co.uk
- e) SCM can temporarily discontinue or permanently cancel its newsletter service at any time.

12) General

Your use of this website is subject to your compliance with these terms and conditions. These terms and conditions may be updated by us from time to time without notice to you, so you should review these terms and conditions periodically for changes.

Your continued use of this site confirms your acknowledgement and compliance with these terms and conditions.

Last updated: October 2016