



General Data Protection Regulation (GDPR) Privacy Notice

In order to provide the service we do and honour our contractual obligations, processing data is a necessary element in order to achieve this. This will include some business data but also some personal data as defined within GDPR

What personal data we may hold:

- Company Names
- Individual Names
- Contact Details (Address, Email, Telephone Numbers)
- Account Information
- Delivery Information
- Information you provide to us to obtain service or products we provide
- Information we may collect about your use of our services/products

How we use this data:

- To maintain your account with us
- To manage and respond to orders, queries and complaints
- To comply with our legal and regulatory requirements
- For market research, e.g. we may contact you for feedback on any services or products we offer

Who we may need to share this data with:

- Service Providers acting on our behalf, for example, freight forwarders or delivery companies.
- Credit and Fraud Checking, we may share information with credit reference agencies and with third parties engaged in fraud prevention and detection.
- We may also disclose personal information in any cases we believe it is necessary to protect our rights, property or safety of Circuit Coatings Ltd, our customers, employees or the public, or where we are otherwise legally permitted to do so.

Your data is protected and we understand that storing data in a secure manner is essential. We store data using appropriate physical, technical and administrative safeguards to secure against foreseeable risks such as unauthorised access, disclosure, destruction or modification. All employees are aware of the restrictions on processing of personal data.

If you are happy for us to keep your data on file you do not have to do anything. If you would like to access, update, correct or delete your personal data at any time please contact sam@circuitcoatings.co.uk.