

Privacy Policy

GDPR: (General Data Protection Regulation) Data Privacy Notice For Clients and Suppliers

Who we are

Perry James Limited and are committed to protecting and respecting your privacy so please take a moment to familiarise yourself with this Privacy Policy and contact us if you have any questions or queries. In this Privacy Policy references to 'we' and 'us' are to Perry James Limited.

What information we collect and how

This privacy policy explains what personal data is processed, for which purposes, how long we hold personal data for, how to access and update, and the options you have and where to go for further information.

Personal data - The GDPR applies to 'personal data' meaning any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier (as explained in Article 6 of GDPR).

The information we collect may include: Any personal details you type in and submit to us through our websites, www.perry-james.co.uk and www.perryjamesarenas.co.uk such as your name, your address, email address details, Our terms of engagement, invoicing, your IP address (this is your computer's individual identification number) and photographs.

Useful Information:

- (1) We use the latest technology on both our websites to ensure client data is encrypted and protected.
- (2) Should you wish to contact us, your contact is with Perry and our contact details are tel: office 01823 673063 or mobile 07976 630060 or email info@perry-james.co.uk info@perryjamesarenas.co.uk and perryjamesponds@mac.com.

What we do with your information

Any personal information we collect from you or our websites will be used in accordance with the Data Protection Act 1998, the General Data Protection Regulations (GDPR) and other applicable laws. The details we collect will be used:-

- (1) Your personal data will be treated as strictly confidential, and will only be shared with other companies for administrative purposes which we may need to pass the information we collect on to. We use third parties in our construction process to carry out certain sub contract activities and for the use of their materials, supplies and services. We use your information to find prices for their products, services and transport such as haulage distances and materials which will be needed to price your particular project or enquiry.
Third parties will not be allowed to use your personal information for their own purposes.
- (2) To maintain our own accounts and records, to process your order, to provide after-sales service (we may pass your details to another organisation to supply/deliver products or services you have purchased and/or to provide after-sales service);
- (3) To comply with legal requirements.
- (4) If you are undecided to engage us with our services, we may occasionally contact you to follow-up on your enquiry.

- (5) Suppliers used by Perry James and their privacy policies can be provided on request.
- (6) We will continue to retain our customers business information on record for a period of 6 years for the provision of our products and services in case they are ever needed again and for safeguarding purposes.

Enquiries that do not become live contracts will be fairly processed for the limited purpose and kept for no longer than necessary.

Your rights

- (1) You can ask us to update or remove your personal information by emailing us free of charge. However, please note that we may need to keep some personal data in order to process orders or to comply with customer service or after sale obligations.
- (2) You also have the right to request a copy of any personal information we hold about you.
- (3) You are under no statutory or contractual requirement or obligation to provide us with your personal data. But by declining to do so we will not be able to offer you a price or estimate for the work on your particular project or enquiry you would like us to carrying out.
- (4) The right to request that we correct any personal data if it is found to be inaccurate or out of date.
- (5) The right to request your personal data is erased where it is no longer necessary to retain such data.
- (6) If we wish to use your personal data for a new purpose, not covered by this Data Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions.
- (7) Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail. Please check back frequently to see any updates or changes to our privacy policy.
- (8) To exercise all relevant rights, queries or complaints please in the first instance contact Perry James on 01823 673063.

Other Websites

This privacy policy only covers our websites. Any other websites which may be linked to by our website are subject to their own policy, which may differ from ours.