Website Privacy Policy

This Website Privacy Policy describes how Regency Plastering Limited protect and makes use of the information that you give us when you use this website.

If you are asked to provide information when using this website it will only be used in the ways described in this Privacy Policy. Our Website Privacy Policy is in addition to the Privacy Policy that we have in place under GDPR and the Data Protection Act 2018 for clients and suppliers. The Website Privacy Policy forms part of our Data Protection Strategy.

If you have any questions about this Policy please email our Data Protection Administrator at enquiries@rvpl.co.uk.

Introduction

We gather and use certain information about individuals in order to enable certain functions on this website. We also collect information from the use of the website to better understand how visitors use our website and to enable us to present timely and relevant information to them.

What data we gather

We may collect the following information:-

- Your name.
- Contact information including e-mail address, and telephone details.
- Website usage data.
- Other information relevant to client enquiries via the Comments/Questions section.

How we use this data

Collecting this data enables us to understand what you are looking for when using our website. We will use this data to enable us to deliver improved products and services, particularly those that are relevant to our Customer.

Specifically we may use data:-

- For our own internal records.
- To improve the products and services that we provide.
- To contact you in response to a specific enquiry that you make.
- To customise the website for you.
- To send you emails or information about products, services, offers and other things that we think might be relevant to you.
- To contact you via email or telephone for market research reasons.

• We will only send you promotional marketing material, or contact you, where you have specifically requested that this is the case.

Cookies and how we use them

What is a Cookie?

A cookie is a small file placed on your computer's hard drive. It enables our website to identify your computer as you view different pages on our website. Cookies on our website and applications to store your preferences in order to present content, options or functions that are specific to you. They also enable us to see information (such as how people are using our website, what pages they tend to visit, and how long they stay on our website) which enables us to gather information to tailor our website for better use by our clients in the future.

How we may use Cookies?

We may use cookies to:-

- Analyse our web traffic using an analytics package. This aggregates usage data and helps us to improve the website consent, design, structure and functions.
- To recognise when you return to our website we may show you relevant content or provide functionality that you previously used on a previous visit.

However it is important to <u>note that cookies do not provide us with any access</u> to your computer, nor any information about you other than the information that you choose to share with us.

Controlling Cookies

You can control your web browsers cookies settings to determine how our website uses cookies. If you do not want our website to store cookies on your computer or any device you should set your browser to refuse cookies. Please note that by doing so this may affect how our website functions for you. Some pages and services may become unavailable to you. Unless you have changed your browser to refuse cookies our website may issue cookies automatically when you visit it.

Controlling information about you

If you have any queries please contact us via one of these methods:-

- Send an email to <u>enquiries@rvpl.co.uk</u>
- Write to us at Regency Plastering Limited, Pinden End Farm, Canada Farm Road, Dartford, Kent DA2 8EA

We will not share, distribute, sell or lease your personal information to any third party unless the law requires us to or we have your specific permission to do so.

Any personal information we hold about you is stored and processed in accordance with our Data Protection Policy. Our Data Protection Policy is in line with GDPR and the Data Protection Act 2018.

Security

We will always hold your information securely. We have in place market leading company anti-virus software and firewalls. These products, seek to prevent unauthorised disclosure or access to your information. We have implemented physical and electronic security safe guards to protect you. We follow stringent procedures to ensure that we process, store and retain personal data in accordance with GDPR and the Data Protection Act 2018.

Links from our site

Our website may contain links to other websites. Please note we have no control of any website outside <u>www.rvpl.co.uk</u> domain. If you provide information to a website to which we link we are not responsible for its protection and privacy.