

Privacy Policy

Stoke Mandeville Autocentre (SMA)

Important Notice: General Data Protection Regulations (GDPR) 2018

SMA is committed to ensuring that our Clients' privacy is protected. This information explains what information SMA collects about Clients and how it is used, how they can instruct us if they prefer to limit the use of that information and procedures that SMA has in place to safeguard Client privacy. This is in light of the General Data Protection Regulations 2018 ("the GDPR") and applies to all personal data, as defined in the GDPR.

If there are any queries about this policy please contact Ian Hucklebridge by email at sales@smt tyres.co.uk

Information we may collect

Ian Hucklebridge acts as the Data Controller, and will collect information that Clients supply to us. Such information may include the name, postal address, email address, telephone number.

When you connect to our website, we may collect certain information about your computer hardware, software, mobile device and activity. This is statistical data, logged by our server and analytics/session cookies. It does not personally identify you.

How we use the information

SMA gathers this information in order to respond to Client enquiries, which is our lawful basis for its processing. Statistical data may be used towards developing and improving our website, for example for analysis in understanding how the site is accessed and used, counting the number of visitors and making sure that our content is presented appropriately for all platforms.

Information provided to us is subject to strict confidentiality and will not be disclosed, without any Client's prior consent, to any third party, other than to any employee or member of the firm for the purpose of providing our Clients with the service they require, or to comply with any applicable laws or lawful government and/or regulatory requests. We will request Clients' consents in order to pass on their contact details to other consultants or organisations with whom we need to communicate for quotation/advice purposes.

Storage and Security of your information

SMA has various security procedures to protect stored information including firewalls to our computer system, limited essential employee access to Client files, and system password protection. If any of the information that has been provided to SMA changes, for example if their name or email address changes, we ask that they let us know the correct details by sending an email to sales@smtyres.co.uk

Retention of your information

We will hold Clients' personal data while working for them, and their project file for a further 6 years following completion of instructions.

Your right to access, correct, update or remove your personal information

Clients can check the information we hold or ask us to amend any inaccuracies in the information that we hold or request its removal by emailing Ian Hucklebridge at the above address. We reserve the right to use reasonable measures to check Clients' identities before any information will be disclosed.

Links to other websites

This privacy policy only applies to information Clients supply to us and/or to use of our website. Where our website contains links to other third party websites, such parties are required to have their own privacy policies governing the use of information they collect.

Your consent

It is important for Clients to understand that, by submitting their information, they consent to the use of that information as set out above. The GDPR sets out the rights of individuals, and the relevant information can be found on the Information Commissioner's Office website (ico.org.uk).

Last updated: 25 May 2018