



ABRASIVES & SCREW PRODUCTS LIMITED

Cropton House, Three Tuns Lane, Formby, Merseyside. L37 4AQ

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PRIVACY POLICY

Who we are

Abrasives and Screw Products Limited (referred to in this Policy as 'we', 'us' and 'our') is a limited company registered in England under company number 1210920. Our registered office is at Cropton House, Three Tuns Lane, Formby, Merseyside L37 4AQ.

We are committed to protecting your privacy and complying with the General Data Protection Regulation and the Data Protection Act 2018.

For the purposes of this Privacy Policy we shall be the data controller for any personal data we collect about you, and this Policy explains how we collect and use this information and the procedures that we have put in place to ensure that we safeguard your privacy.

The information we collect and who we share it with

We will collect information about you when you contact us through our website, by email or by telephone to ask for more information about our products, place an order, or open an account. The information we collect may include your name, postal address, email address, and telephone numbers. Data collected via our website may include your IP address, geographical location, browser type, operating system, and any other information about your interaction with our website such as timing and page views.

If making payment by credit, debit or charge card, we will need your card number, expiry date and other details, and will need to validate your personal information with a third party payment processing provider to ensure that your card is not being used without your consent. Any payment transactions are encrypted using SSL technology. We never store your payment details.

If opening an account, we will need to check your personal information with referees, and may make searches about you with credit reference agencies to assist us in making credit decisions. We may also share your information with other companies when legally required to do so, or in connection with fraud prevention, or to pursue debtors.

We will need to share limited information about you with our delivery partners to ensure that your goods are correctly despatched to you.

We will never make your personal information available to any other companies for their marketing purposes. However, we do use third party data processors to assist us with our own marketing, each of whom has their own GDPR compliant policies in place.

Cookies

We use traffic log cookies but these are only used for analytical purposes and to help us improve our website. Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity. For further information visit www.aboutcookies.org or www.allaboutcookies.org. You can set your browser not to accept cookies and the above websites tell you how to remove cookies from your browser. However this may affect the functionality of our website as a result.

How we use your information and our reasons for doing so

Under the data protection laws we are required to have a legal basis for holding your data. These reasons are:

Contract – where your data is used to fulfil a contractual arrangement

Consent – where you have agreed to us using your information in this way

Legitimate interests – which enable us to conduct our business and provide you with our products

Legal obligation – where there is a statutory or other legal requirement for us to share your data

Your information may be used for the following:

- To process your enquiry about our products [Contract]
- To process your order, obtain payment, and ensure delivery of our products to you [Contract]
- To manage your account (if applicable) [Legitimate Interest]
- If you have previously bought from us or enquired about our products, we may contact you with further information about our products, including details of any offers or new products which may be of interest to you [Legitimate Interest]

Security

Abrasives and Screw Products Limited are committed to ensuring that your information is stored securely and confidentially, and have appropriate technological and physical measures in place to prevent unauthorised access to your data. However the security of information transmitted via the internet cannot be completely guaranteed and any transmission of data to our site is at your own risk.

How long we keep your information

The length of time we keep your information is dependent upon the purpose for which it was collected and it will not be retained for any longer than is necessary to fulfil that purpose, unless we are legally obliged to do so.

Giving your consent, controlling, updating and accessing the information we hold about you

If you make an enquiry about our products via our website, by email or by telephone, place an order or open an account, we will ask you for permission to collect and hold your data. Under data protection law you have certain rights, which briefly include the right to access, rectify, transfer, erase, restrict or withdraw your consent to the processing of this data at any time.

If you would like details of the personal information we hold about you, or wish to update your data, please contact:

Abrasives & Screw Products Ltd
Cropton House
Three Tuns Lane
Formby
Merseyside L37 4AQ

Or email us at: aspsales@aspltd.co.uk

Changes to our Privacy Policy

This Privacy Policy was last updated on 24 May 2018. Abrasives and Screw Products Limited may periodically review and amend this Policy and will notify you by updating this Policy on our website. Please read this Policy from time to time to ensure that you are happy with any changes.

[This document becomes uncontrolled if printed]