



SOLIHULL ROOFING & BUILDING CO. LTD
236A WHARFDALE ROAD
TYSELEY
BIRMINGHAM
B11 2EG

PRIVACY STATEMENT

Privacy Statement – Solihull Roofing & Building Co. Ltd

This privacy statement sets out how Solihull Roofing & Building Co. Ltd uses and protects any information that you give us. We are committed to ensuring that your privacy is protected. Should we ask you to provide certain information, you can be assured that the information will only be used in accordance with this privacy statement.

Personal Data we may hold:-

- Name
- Address
- Telephone number/Direct Dial Numbers/Extensions
- Email Address
- Mobile Telephone Numbers (where they have been provided)

How we use the Personal Information you provide?

We require this information for administrative and business purposes, and in connection with our legal rights and obligations.

Security of Information

We take the security of all the data we hold extremely seriously. We have in place the appropriate security whether this be physical, electronic or managerially to safeguard the information.

Who has access to this Data?

Dependent upon their role within the company, employees of Solihull Roofing & Building Co. Ltd will have access to areas of data that are applicable. Information will never be passed on to or sold to a third party. The exception to this rule is if we are lawfully asked to provide information.

Control and Safeguarding your Personal Data

Solihull Roofing & Building Co. Ltd takes your privacy very seriously. We take every reasonable measure to protect and secure your personal data. We have security measures in place, including electronic and manual procedures.

How long we keep your Data?

Solihull Roofing & Building Co. Ltd only ever retains personal information for as long as necessary. We are required under certain laws and regulations to retain your personal data for a set period of time. Where you have consented to us using information, the data will be kept until you notify us otherwise.

Your Rights

At any time you are within your rights to contact Solihull Roofing & Building Co. Ltd to ask about the personal data that is held, notify us of amendments to your data or request that we no longer contact you and remove any of your personal information from our systems. Email address provided below. Please be aware that company specific data may need to be held for legislative reasons.

Contact

The Data Controller is: Mrs. Jill Smith

Address: 236a Wharfdale Road, Tyseley, Birmingham, B11 2EG

Email Address: sales@solihullroofing.co.uk