

Nottage Timber & Joinery are committed to protecting and respecting your privacy. We work to keep our policies in line with the latest legislation. (GDPR)

### **What information do we collect?**

We do not collect personal information from our users, unless that information is necessary,

When ordering or registering on our site, as appropriate, we may collect the following information:

- Information submitted in forms i.e. name, email address, delivery address, contact number
- If you contact us, we may keep a record of correspondence
- Details of transactions through our site and of the fulfilment of your orders

### **What do we use your information for?**

Any of the information we collect from you may be used in one of the following ways:

- To personalise your experience onsite (your information helps us to better respond to your individual needs)
- To improve customer service (your information helps us to more effectively respond to your customer service requests and support needs)
- To process transactions and deliver your goods

### **How do we protect your information?**

All personal data is held on our secure server and only accessible by password approved employees. All antivirus and malware software are kept as up to date as possible.

### **Do we use cookies?**

Yes; Cookies are small files that a site or its service provider transfers to your computer's hard drive through your Web browser (if you allow) that enables the sites or service providers systems to recognize your browser and capture and remember certain information.

### **Do we disclose any information to outside parties?**

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information. This does not include trusted third parties who assist us in operating our website, conducting our business, or servicing you, so long as those parties agree to keep this information confidential. We may also release your information when we believe release is appropriate to comply with the law, enforce our site policies, or protect ours or others rights, property, or safety.

Nottage Timber & Joinery may retain customer personal data for periods of time for legal, audit and compliance purposes and to the extent required by Applicable Laws, for such period as required by Applicable laws. Nottage Timber & Joinery shall ensure the confidentiality of all such customer personal data is only retained and processed as necessary for the purpose specified (legal, audit or compliance).

### **Online Privacy Policy Only**

This online privacy policy applies only to information collected through our website and not to information collected offline.

Your Consent

By using our site, you consent to our privacy policy.

#### Changes to our Privacy Policy

If we decide to change our privacy policy, we will post those changes on this page.

#### Contacting Us

If there are any questions regarding this privacy policy you may contact us using the information below.

Nottage Timber & Joinery

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Pyle

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[Info@nottagetimber.co.uk](mailto:Info@nottagetimber.co.uk)