

Privacy Policy

23rd February 2021

Our contact details.

Name: David Prout

Address: Hollybush Cottage, Cwm Road, Govilon, Monmouthshire, NP7 9RN

Phone Number: 07584 795225

E-mail: wearegreenspace@gmail.com

The type of personal information we collect.

We currently collect and process the following information:

- Your name
- Address
- Telephone number
- Email address
- Website user statistics
- Social media information

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- To obtain a quotation
- To obtain further information about our products and services

We also receive personal information indirectly, from the following sources in the following scenarios:

- Third party suppliers and trading partners with your consent

We use the information that you have given us in order to

- To obtain a quotation
- To obtain further information about our products and services

Hollybush Cottage
Cwm Road
Govilon
NP7 9RN

Tel: 07854 795225
Email: wearegreenspace@gmail.com
www.greenspaceliving.co.uk

We will only share this information with other individuals or organisations for the purpose of obtaining quotations and provision of additional specialist services connected to the installation of our products such as:

- Our suppliers for delivery of materials and procurement purposes
- Sub-contractors for provision of specialist services

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

(a) Your consent. You are able to remove your consent at any time. You can do this by contacting us at wearegreenspace@gmail.com

(b) We have a contractual obligation.

(c) We have a legitimate interest.

How we store your personal information

Your information is securely stored electronically.

We keep Name, Address, telephone number, email for 6 months or the duration of any warranty associated with a purchased product. We will then dispose your information by deleting it from our database.

Your data protection rights.

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at wearegreenspace@gmail.com, 07854 795225 and or Greenspace Living, Uppermill Farm, Govilon, Monmouthshire, NP7 9RS if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at wearegreenspace@gmail.com, 07854 795225 and or Greenspace Living, Uppermill Farm, Govilon, Monmouthshire, NP7 9RS

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>