

PRIVACY NOTICE
LWS Interior Solutions Ltd

LWS Interior Solutions Ltd 24 Bridge Street, Newport, South Wales, NP20 4SF trading from Units 1&2 Oak Business Units, Thorverton Road, Exeter, Devon, EX2 8FS takes your privacy seriously.

The Controller and Data Protection Officer for the business is Mrs K Brooks, she is based at the Exeter Office and can be contacted by email: Kate@lwsis.co.uk or telephone: 01392-829966 Extn 2. Mon-Fri 8am-2pm.

We only collect basic personal data about you, which does not include any special types of information. This does include your name, address, email, date of birth etc.

We require this information to administer your account, personalise your use of our websites and to provide the products and services you have requested from us. We will not collect any personal data from you that we do not need in order to provide this service to you.

All the personal data we process, is administered by our staff, however for security and maintenance some of the information maybe located on servers within the European Union. Your information will never be shared for marketing or any other purposes outside our group. We have a Data Protection regime in place to oversee the effective and secure processing of your personal data.

We are required under UK tax law to keep your basic personal data (name, address, contact details) for a minimum of 6 years after which time it will be destroyed. Your information we use for marketing purposes will be kept with us until you notify us that you no longer wish to receive this information.

However, from time to time we may wish to contact you regarding details of New Products or Services that we are able to provide.

The information you supply may be shared with members of our group of companies. Your information will never be shared for marketing or any other purposes outside of our group.

If at any point you believe the information we process on you is incorrect, you can request sight of this information and even have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer – Mrs K Brooks, who will investigate the matter.