

PRIVACY NOTICE

GENERAL DATA PROTECTION REGULATIONS (GDPR) & DATA PROTECTION ACT 2018 (DPA)

Due to the new General Data Protection Regulations (GDPR) which takes effect from 25th May 2018, we are required to inform you of what data we hold and how the data is handled/stored. This will ensure we are compliant with the new regulations. For the purpose of our trading relationship with your organisation, we hold the following information:

- Company Name
- Company Address & Site Addresses
- Contact Telephone Numbers and Email Addresses
- Employee names
- Bank details (In Some Cases)
- Trading history (Services and Prices)
- Credit Checking (where applicable)

The data is gathered from prior trading activities, and ongoing business, received verbally, in writing or electronically. The data is stored in paper form and on our computer system at our secure offices. Our server is internal only, it is not accessible over the Internet, it is username and password protected and protected by our internal firewalls. All data will be held internally, and minor details will be passed on to 3rd parties as agreed by contract between yourself and the company. Any data passed onto these parties will be conducted within GDPR guidelines and will only be data that is relevant to our trading activities.

If you wish to read our Privacy Policy in more detail, please go to:
<https://www.ukimportservices.com/about/contact-us.php>