



Jonathan Wood

Vintage & Thoroughbred Restorations Limited

Privacy Policy

We believe in our practices and our approach to doing business and as such will never use your personal data in a way that you are not aware of and would not expect.

This Privacy Policy explains how we use any personal information we collect about you when you contact us directly or use our website.

The General Data Protection Regulation

The General Data Protection Regulation requires us to manage personal information in accordance with data protection principles and in particular requires us to process your personal information fairly and lawfully. This means you are entitled to know how we intend to use any information you provide. You can then decide whether you want to give it to us in order that we may provide the service that you require.

All our employees are personally responsible for maintaining customer confidentiality and will do their utmost to keep all data accurate, timely and secure. We provide training and education to all employees to remind them about their obligations.

What information do we collect about you?

We collect information about you when you register with us or place an order for services. Website usage information is collected using cookies.

If you are asked to give personal information, such as for example your name, address, telephone number or e-mail address, you will be given an opportunity to consent to how your data is used.

How will we use the information about you?

We will use your data to provide you with the service you have requested.

We will only use your data for purposes limited to the provision of service to you. If you no longer wish to be on our customer database, please e-mail info@jonathan-wood.co.uk or call us on + 44 (0)1799 586888.

How long will the information be stored for?

We will store the information in a secure and protected environment for as long as deemed appropriate. This will be for a reasonable period and only for as long as is necessary. In addition, legislation might oblige us to store information for a certain period of time.

Clockhouse Workshop, Finchingfield Road, Little Sampford, Saffron Walden, Essex, CB10 2QN

+44(0)1799 586888 info@jonathan-wood.co.uk www.jonathan-wood.co.uk

Registered in England & Wales: 07881453 Vat Reg: 796 0183 05



Access to your information and correction

You have the right to control your personal data. If at any point you believe the personal information we hold on you is incorrect, you want us to correct or delete that information, or you no longer want us to hold that information or contact you, you can exercise your rights by contacting Jonathan Wood using the contact details towards the end of this document. Your rights include:-

- Right of access
- Right to rectification
- Right to erasure
- Right to restriction of processing
- Right to data portability
- Right to object

We will not make a charge for this service.

For more information about your personal data rights please visit the Information Commissioner Office website at:

<https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/>

Please note: we will not be able to delete information that is legally required, or essential to maintaining the services we provide to you.

Cookies

We may collect technical data about the type of Internet Browser and computer operating system that you use. This information does not identify you as an individual and is used only for tracking of site use. This is a technology called “cookies” which can be used to provide you with tailored information from a website. A cookie is an element of data, a file which is nothing but a line of text that a website can send to your browser, which may then store it on your system. This will help us to identify you when you return to the site and allow us to tailor content to your personal preferences.

You can set your browser to notify you when you receive a cookie, giving you the chance to decide whether or not to accept it. However, in a few cases some of our website features may not function as a result.

What about Security?

Your personal data is processed in a manner that ensures that it is secure and your confidentiality maintained, including preventing unauthorised access to or use of your personal data and the equipment used for processing that data.

Jonathan Wood has implemented appropriate technical and organisational security measures to ensure the security of your data and we adhere to current regulations.

How do I contact you?

If you have any queries, requests or complaints on the subject of data protection or would like to opt out of any contact, please do not hesitate to contact Jonathan Wood at the address below:-

Jonathan Wood Vintage & Thoroughbred Restorations Limited
Clockhouse Workshop
Finchingfield Road
Little Sampford
Essex, CB10 2QN

E-mail: info@jonathan-wood.co.uk

Telephone: + 44 (0)1799 586888

If you are not satisfied with Jonathan Wood's response, or believe we are processing your personal data not in accordance with current Data Protection Regulations, you can contact the Information Commissioner's Office (ICO). Their helpdesk number is 0303 123 1113.