

Warmur Ltd t/a Premier Windows and Doors Privacy Policy

Our contact details

Name: Gary Warby

Address: 11 Space Business Centre, Smeaton Close, Aylesbury, Bucks, HP19 8FJ

Phone Number: 01296 422842

E-mail: enquiries@premwindowsanddoors.co.uk

The type of personal information we collect

We currently collect and process the following information:

- Full name
- Address and postcode
- Email address
- Telephone number
- Drawings or photographs of property in order to provide the quote

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:

- Requested a quote and or brochure

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

- Suppliers who have forwarded quote requests as out of their area

We use the information that you have given us in order to contact the person who has made the enquiry.

We may share this information if the customer wants to go ahead, with other installers with the customers knowledge.

Under the UK General Data Protection Regulation (UK 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 enquiries@premwindowsanddoors.co.uk

(b) We have a contractual obligation.

How we store your personal information

Your information is securely stored.

We keep contract files for 7 years. We will then dispose your information by shredding and deleting any documentation.

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 enquiries@premwindowsanddoors.co.uk or 01296 422842 or 11 Space Business Centre, Smeaton Close, Aylesbury, HP19 8FJ 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 11 Space Business Centre, Smeaton Close, Aylesbury, HP19 8FJ. enquiries@premwindowsanddoors.co.uk .

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>