



General Data Protection Regulations (GDPR) 2018 Privacy Policy

Where this policy applies

This privacy policy applies to all data collected and used for administering orders and deliveries.

Why do we collect and process your personal data?

To be able to provide an efficient delivery service.

What personal data or information do we collect and process

We collect:

Name;

Address;

Telephone/mobile number;

What is the Lawful Basis (defined in GDPR)

Smithy Briggs Hay and Straw's lawful basis for processing your data is considered 'contractual' in that you have requested (purchased, ordered, or enquired) information from Smithy Briggs, freely provided your personal data and for which Smithy Briggs is then required to deliver the service. Such services require an exchange of goods, To deliver these services and meet its obligations, Smithy Briggs must hold your personal data.

Where your data is stored

We store your data in a secure database. We use a text messaging system for communication which is administered through our office. Our internal systems used to process and manage data are used with password protected access for authorised staff.

Keeping your data secure

We have procedures and security features in place to keep your data secure and we ensure management of data is restricted to authorised staff only; each of whom have unique password protected access.

Sharing your information

We do not share your information with any other organisations or third parties for marketing, market research or commercial purposes, and we do not pass on your details to websites.

Updating or changing your preferences

GDPR 2018 is explicit that you must have an opportunity to change your personal preferences in respect of data we may hold (this includes deleting your data).

You may contact the Smithy Briggs Office where we will remove your details from if you so request. Use the following options:

By email to info@smithybriggs.co.uk text to 07507 331882 or 01964 527307.

Further Information

Should you have any questions in respect of this policy, your personal data or Smithy Briggs data protection systems, please contact our office via the email or telephone numbers above.