

# PRIVACY POLICY OF PALM BUILDING

## Our details

This website is owned and operated by Palm Building & Carpentry.

Data controller (referred to as “we/us/our”): Palm Building & Carpentry.

Name of data protection officer : Joey Pout.

Our principal place of business is 51 Cameron close, Hailsham, BN27 3WF.

You can contact us:

- by post, to the postal address given above;
- using our website contact form;
- by telephone : [01323 501227](tel:01323501227)
- by email : [info@palmbuilding.co.uk](mailto:info@palmbuilding.co.uk)

## Introduction

This privacy policy sets out how we use and protect any information that you give when you use this website. We are committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement. We may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes.

# What we collect

Information contained in any enquiry you submit to us. Including the following,

- Name
- Contact information including phone number & email address
- Demographic information such as postcode, preferences and interests
- Other information relevant to customer surveys and/or offers

For the exhaustive list of cookies we collect see the “How we use cookies” section.

# What we do with the information we gather

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our services.
- We may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided.
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail. We may use the information to customise the website according to your interests.
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# Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

# Privacy

- We are committed to protecting your privacy and maintaining the security of any personal information received from you. We strictly adhere to the requirements of the data protection legislation in the UK.
- We will not provide any of your personal information to other companies or individuals for commercial reasons without your permission. However, we may need to provide your name and delivery address to third parties that we may use for the purposes of delivering specific goods/services to you.
- We follow strict security procedures in the storage and disclosure of information which you have given us, to prevent unauthorised access in accordance with the UK data protection legislation.

# Your legal rights

# How we use cookies

Our website uses cookies. A cookie is a small file which asks permission to be placed on your computer's hard drive. The cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use Google Analytics to analyse the use of our website. Google Analytics gathers information about website use by means of cookies. The information gathered relating to our website is used to create reports about the use of our website. Google's privacy policy is available at: <https://www.google.com/policies/privacy/>.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. Blocking all cookies will have a negative impact upon the usability of many websites. If you block cookies, you will not be able to use all the features on our website.

# Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.