



3 Richmond Walk
Plymouth PL1 4LL
Tel: 01752 550550
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Web: www.eurospars.com
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Eurospars Limited Privacy Policy.

This is the privacy policy for EUROSPARS Ltd. This Policy explains how and why we collect and use personal information, and what we do to ensure it is kept private and secure.

Who We Are:

We are Eurospars Ltd, a company registered in England and Wales with company no.1975275 and registered office at QUEEN ANNE WORKS, COXSIDE, PLYMOUTH PL4 0LT. For the purposes of data protection law, we will be a controller of the personal data we hold about you. This means we make decisions about how and why your information is used, and have a legal duty to make sure that your rights are protected. Our data protection officer is Adrian Hood who can be contacted by e-mailing info@eurospars.com, calling on 01752 550550 or in writing using the registered address above.

The Personal Data We Collect:

We collect the following types of personal data:

Data you give us:

You can find us at www.eurospars.com

When you fill out the form on our Website, we will receive the personal data it contains. This information may be provided requesting information about what we do. If you contact us, we may keep a record of that correspondence in order to provide you with any information and prices you have requested.

Details of transactions in order to fulfil your orders, and any communications by telephone, in person or by any other means relating to those transactions will also be stored.

If you send us personal data in connection with a job application, we may keep it for up to 12 months in case we decide to contact you at a later date.

Cookies:

A cookie is a small file of letters and numbers that we store on your browser or device if you agree.

We use the following types of cookies:

Strictly necessary cookies.

These are cookies that are required for the operation of our Website.

Analytical/performance cookies:

These cookies allow us to recognise and count the number of visitors and to see how visitors move around our Website. This helps us to improve the way our site works, for example, by ensuring that users are finding what they are looking for easily.

You can refuse to accept all or some cookies by modifying settings within your browser (for guidance on how to do this visit <http://www.aboutcookies.org/>).

However, if you block strictly necessary cookies, you may be unable to access certain parts of our Website.

Reg. No. 1975275

Director

BMF 15ATH EDITION TERMS & CONDITIONS APPLY.



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Director

How We Use Your Personal Data:

We will use your personal data in the following circumstances:

Where we need to perform a contract with you e.g. to fulfil your order when you purchase something from us.

Where we need to comply with a legal or regulatory obligation.

We may use personal data held about you in the following ways:

To provide you with information, products or services that you have requested from us.

Responding to queries you send us;

Carrying out our obligations arising from any contracts entered into between you and us,

When contacting you for the above purposes we may do so by phone, post, email or other electronic means, unless you tell us otherwise.

Your data will be treated in accordance with applicable data protection law. It will not be disclosed to anyone outside of Eurospars Ltd.

Keeping your Personal Data Safe:

We employ a variety of physical and technical measures to keep your personal data safe and to prevent unauthorised access to, use or disclosure of it. Our staff receive data protection training and we have a set of detailed data protection procedures which they are required to follow when handling personal data.

How long we keep it:

We collect and store personal data for purposes connected with our business. As such, we will only retain your personal data for as long as necessary for those purposes. We verify our records periodically and if we learn that you no longer purchase from us we will erase your personal data.

We keep information, which forms part of our business record for a minimum of six years. That is because we may need it in some way to support a claim or defence in court. That is also the period within which our tax collecting authorities may demand to know it.

Disclosing Your Personal data:

We will not disclose your details to a third party other than carriers we may use to transport your fulfilled order e.g. Royal Mail

We will never contact you directly with marketing material nor will your data be given to a marketing company.

If in the future we decide to contact potential customers with marketing material/news letters you will be asked to give your consent.

Disclosures Required by Law:

We are subject to the law like everyone else. We may be required to give information to legal authorities if they so request or if they have the proper authorisation such as a search warrant or court order.

We also may need to retain and disclose certain personal data about you to regulatory authorities and to appropriate agencies to conduct anti-money laundering and trade sanction checks and to assist with fraud prevention. We will disclose this information as is required by law.

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Your rights:

We want you to remain in control of your personal data. Part of this is making sure you understand your legal rights, which are as follows:

Where your personal data is processed on the basis of consent, the right to withdraw that consent;

The right to confirmation as to whether or not we are holding any of your personal data and, if we are, to obtain a copy of it;

From 25 May 2018, the right to have certain data provided to you in a portable electronic format (where technically feasible);

The right to have inaccurate personal data rectified;

The right to object to your personal data being used for marketing or profiling, or on the basis of our or a third party's legitimate interests;

The right to restrict how your personal data is used; and

The right to be forgotten, which allows you to have your personal data erased in certain circumstances (though this is not an absolute right and may not apply if we need to continue using it for a lawful reason)

Please keep in mind that there are exceptions to the rights above and, though we will always try to respond to your satisfaction, there may be situations where we are unable to do so (for example, because the information no longer exists or there is an exception which applies to your request).

Updating this Policy

We may update this Policy at any time. When we do, we will post a notification on the main page of our Website.

This policy was last updated on 16th May 2018