

## PRIVACY NOTICE

At Wallington Cars and Couriers Ltd we are committed to protecting your privacy. This policy applies when we are acting as a controller of personal data, that is where we have determined the purposes and means of the processing of that personal data. It applies to all users of our courier services.

We will process your personal data for the purpose of providing a courier service, maintaining our relationship and business administration. The legal basis for this processing is that it is necessary to achieve our legitimate interest, namely the supply of our courier services.

We will store this personal data for a maximum of three years from the end of our business relationship.

We will not sell or rent your information to third parties. We will not share your information with third parties for marketing purposes.

As you are providing us with your personal data, it is important to us that you are aware of the following rights that you have in relation to our processing of that personal data.

- You can be provided with a copy of any personal data concerning you that we process, unless that would affect the rights and freedoms of others. You can also be provided with information on how that personal data is processed by us.
- You can have us rectify any personal data of yours that we hold that is inaccurate or incomplete. In certain circumstances, you can also ask us to erase or restrict the use of any of your personal data that we process.
- You can object at any time to our processing of your personal data on grounds related to your particular situation.
- You can object at any time to our processing of your personal data for direct marketing purposes.

You can exercise any of the rights listed above by contacting us using the details at the bottom of this notice. If you are unhappy with any aspect of how we processed your personal data or your request to exercise a right, you can lodge a complaint with the Information Commissioner's Office.

Wallington Cars and Couriers Ltd, incorporated and registered in England and Wales with Company Number **03135724** and whose registered office is at Jane Seymour House 23 Ewell Road, Cheam, Sutton, Surrey, SM3

We are contactable by email at [Frank@wallingtoncars.com](mailto:Frank@wallingtoncars.com).