



# Privacy Policy

This privacy policy sets out how R R Andrew Limited uses and protects any information that you give R R Andrew Limited.

R R Andrew Limited is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified; you can be assured that it will only be used in accordance with this privacy policy. R R Andrew Limited may change this policy when required and will be communicated when this happens.

## What we collect:

- Name and job title
- Contact information including, telephone numbers and email address
- Financial information, this includes any information that may be used such as bank account number and sort code. When we create an account, financial information will be stored under your account profile. To review or edit this information contact [jayne@andrewshaulage.net](mailto:jayne@andrewshaulage.net)
- R R Andrew Limited do not store credit card or debit card details

## What we do with the information we gather:

We require this information for the following reasons:

- Internal record keeping.
- We may periodically send promotional emails about special offers or other information which we think you may find interesting, using the email address which you have provided.
- We may also use your information to contact you for market research purposes. We may contact you by email, phone or mail. We are committed to keeping your e-mail address confidential. We do not sell our lists to third parties and we will not provide your personal information to any third party individual, government agency, or company unless required to do so by law.

R R Andrew Limited 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.

## Controlling your personal information

You may choose to restrict the collection or use of your personal information by emailing us [jayne@andrewshaulage.net](mailto:jayne@andrewshaulage.net)

## You may request details of information which we hold about you under The EU General Data Protection Regulation (GDPR).

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us [jayne@andrewshaulage.net](mailto:jayne@andrewshaulage.net)

We will promptly correct any information found to be incorrect.