

PRIVACY POLICY

The below privacy policy describes how we use and collect your personal data. If you have any further questions, please contact office@lawandlewis.co.uk or write to Law & Lewis Joinery of Cambridge Ltd, Digital Park, Station Road, Longstanton, Cambridgeshire, CB24 5PZ.

How we collect your information?

Personal data is collected when you enquire about our products;

- Through the website
- Over the phone
- From visiting our showroom

What information we collect:

In order for us to provide a quotation we require the following details; your forename and surname, email address, postal address and telephone number(s). We also gather other information such as which products you are enquiring about and information regarding your project.

How do we use this information?

The information collected will be added to our customer database and will be used to assist with our service to you; to provide you with a quotation and to keep you informed of your order's progress if you place an order. We may in future send updated on Law & Lewis and products that may be of interest to you.

If you wish to opt out from receiving informational emails regarding Law & Lewis, you can unsubscribe using the link on our emails or by emailing office@lawandlewis.co.uk

How do we protect personal information?

We take the appropriate security measures to ensure your personal information is kept accurate, up to date and secure with a view to preventing any unauthorised access to your data. We only keep it for as long as necessary for the purposes for which it is intended. We do not supply this information to any other companies.

Will we disclose the information we collect to outside parties?

Your information will not be passed on to a third party.

Your consent

By providing us with your information, you have consented for us to collect and use this information in accordance with the purposes described above.

Right of access

We are able to provide copies of information we hold about you or correct any inaccuracies in your information. If you wish to access these rights, please email office@lawandlewis.co.uk

Changes

If you wish to change any personal details, please email office@lawandlewis.co.uk

If you no longer wish to receive information from Law & Lewis, please email office@lawandlewis.co.uk or click 'unsubscribe' from our latest mailer.

Withdrawing consent

To withdraw or change your consent to us using the data that we hold for you for the purposes of our business, please email office@lawandlewis.co.uk

Updated 01.06.18