

## **Home Inspirations Ltd Privacy Notice**

Home Inspirations Ltd understands that it is important that we respect your privacy and keep any information you share with us secure.

This policy outlines what, how, when and why we collect data during the course of providing our products and services, under what circumstances we would share that information and how we keep it secure.

Our full name is Home Inspirations Ltd of Units 1 and 2 White Horse Business Centre, Hopton Park Ind Estate, London Road, Devizes, Wilts SN10 2HJ. We will be the the data controller in respect of any personal data you provide to us. This term “data controller “is a legal phrase used to describe a person or entity that controls the way personal data is used and processed.

### **1. What is personal data**

As a customer/ potential customer of Home Inspirations Ltd we will ask you to provide us with certain personal information about you when making an enquiry about our goods or services and/or when you purchase goods or services from us.

Your Name.

Your Address.

Your Email Address.

Your Telephone number.

Your details or credit card information (when you actually place an order)

### **2. How we collect your data**

We collect information you consent to provide Home Inspirations Ltd arising from any contract entered between you and us through.

Completing / signing our paper contract.

Completing an enquiry form on our website.

Corresponding with us by phone, email, phone or social media.

### **3. How we use your personal information**

We will only use your personal information for the following purposes;

To process orders from you for goods and services.

To deal with any enquiries we receive from you.

For the purposes of any corrective action (including a product recall) which may be required in respect of any products we supply to you.

To provide you with details of our product ranges, services and promotions but only with consent from yourselves.

#### **4. Disclosure of your information**

From time to time we may need to share your information with other people and organisations. We will only do so where we have a legitimate legal basis for doing so and in compliance with our obligations under data protection laws.

Third party service providers such as sub-contractors used for installations. Such providers will have access to personal information i.e. Name Address and Telephone number needed to perform those functions but may not use it for other purposes.

To manufacturers in order to register warranties.

For the purpose of recovery of a debt in case of non – payment.

Any prospective buyer or our business or assets, or any prospective seller of another business or business assets that we are interested in buying.

Our insurers and or professional advisers in so far as reasonably necessary for the purpose of obtaining and maintaining insurance covers, managing risks, obtaining advice and managing legal disputes.

#### **5. How long do we keep your information**

We do not need to keep your personal information longer than is necessary, taking into account information needed for product guarantee, applicable legal requirements and limitations periods.

#### **6. Keeping your data secure**

We work hard to keep your data safe. We use a combination of technical and organisational measures to ensure the confidentiality of your information at all times.

## **7. Your Rights**

You have the right to request information we hold about you. We will provide this information Within 28 days of receiving a request and verification of your identity.

Your principal rights under data protection law are;

The right to access.

The right to rectification.

The right to erasure.

The right to restrict processing.

The right to object to processing.

The right to data portability.

The right to complain to a supervisory authority and right to withdraw consent.

## **8. Changes to privacy policy**

Any changes to our privacy policy in the future will be posted on our website. Please check back frequently to see any updates or changes to our privacy policy.