

H. FRANK HICKS

PLANT HIRE

PRIVACY POLICY

1. Introduction

This privacy policy sets out how H. Frank Hicks Plant Hire uses and safeguards any personal data we hold about our customers.

2. Who we are

H. Frank Hicks Plant Hire is a partnership business run by two partners, David Hicks and Gillian Wood.

3. What we collect

We hold the information about our customers which is necessary for us to do business with them. This can include name, postal address, email address and phone numbers in order to deliver goods and send invoices and collect debts. We also hold similar necessary information about our suppliers.

We do not store details of credit/debit cards.

Our website does not use cookies and is solely for providing information to potential customers and suppliers. Anonymous statistical data about website visits is collected by our server which we can access if we choose to.

4. How we use personal data

We use personal data for the following purposes:

- in order to invoice our customers and order from and pay our suppliers
- Internal record keeping
- Informing customers of any relevant changes in our business including, but not limited to, new address, telephone number or change of bank account details

We do not use it for any marketing purposes and we never release any personal data to a third party.

5. Security

Personal data is held in a password-protected encrypted database which is accessible only to the two partners of the business.

6. Controlling your personal information

If you would like a copy of the personal information we hold about you, please contact us at the address on our website - www.hicksplanthire.co.uk

7. Policy reviews

This privacy policy is kept under regular review and will be updated as and when necessary