

AMBER PLASTICS LIMITED

PRIVACY POLICY

This privacy policy sets out how Amber Plastics Limited uses and protects any information that you give us when you use this website.

Amber Plastics Limited is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

WHO IS RESPONSIBLE FOR MANAGING MY INFORMATION?

This website is owned by Amber Plastics Limited. We are responsible for the collection and proper management of any personal information you submit.

We will keep your personal details secure and use the information you provide consistently with applicable privacy and data protection laws and the terms of this Privacy Policy.

WHAT INFORMATION DO WE COLLECT?

We will collect various pieces of personal information about you when you complete our on-line request form and when you contact us by email, including items such as your name, company name, email address, postal address and telephone number.

HOW DO WE USE YOUR INFORMATION?

The information you provide may be used in a number of ways, for example:

- to provide you with the information, products and services you ask for, and honour any contract you have with us;
- to manage customer service queries.

WHO WILL WE SHARE YOUR INFORMATION WITH?

In order to provide you with the products and services that we offer we may share your information with members of our project and sales teams.

WHEN CAN WE CONTACT YOU IN THE FUTURE?

If you would like to change any of your preferences relating to the way in which we may use your information in the future then please update your user preferences by sending an email to reception@amberplastics.co.uk or contact us on 01246 572444.

HOW LONG WILL WE HOLD YOUR INFORMATION FOR?

We have a system of retention periods in place to ensure that your information is only stored whilst it is required for the relevant purposes or to meet legal requirements. Where your information is no longer required, we will ensure it is disposed of in a secure manner.

HOW CAN YOU ACCESS AND UPDATE YOUR INFORMATION?

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please email or write to us at the address below and we will provide you with a Data Subject Access Request form. (Please note that we may charge a small administrative fee for the provision of this information).

Email: reception@amberplastics.co.uk or write to us at Amber Plastics Limited, Broombank Road, Chesterfield Industrial Estate, Sheepbridge, Chesterfield, S41 9QJ.

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

HOW DO WE UPDATE THIS PRIVACY POLICY?

We keep our privacy policy under regular review and we will place any updates on our webpage. This privacy policy was last updated on 14 May 2018.

WHO CAN YOU CONTACT IF YOU HAVE QUERIES ABOUT THIS PRIVACY POLICY?

Please contact us if you have any questions about our privacy policy or information we hold about you by email: reception@amberplastics.co.uk or write to us at Amber Plastics Limited, Broombank Road, Chesterfield Industrial Estate, Sheepbridge, Chesterfield, S41 9QJ.