



## Privacy Policy

This Privacy Policy sets out how All-Fill International Limited uses and protects any information that you give us while using this website.

All-Fill International Ltd is committed to ensuring that your privacy is protected. Any personal data that you provide to us when using this website will only be used in accordance with this Privacy Policy.

All-Fill International Ltd may occasionally update this policy and you should check the Privacy Policy from time to time to ensure that you are happy with any changes. This Privacy Policy is effective from March 2019.

### What data do we collect?

All-Fill International Ltd collects the following data:

- Name
- Email address
- Company name
- Phone number
- Country of residence

### How do we collect your data?

You directly provide All-Fill International Ltd with most of the data we collect. We collect and process data when you:

- Complete our enquiry form for us to contact you
- Use or view our website via your browser's cookies.

### How will we use your data?

All-Fill International Ltd collects your data so that we can:

- Contact you regarding your enquiry

We will not share your data with a third party.

### How do we store your data?

All-Fill International Ltd stores your data electronically in our customer database.

For general enquiries, we will keep your personal data for a minimum of 2 years. For sales, we will keep your personal data for the lifetime of the product. Once this time period has expired, we will delete your data from the database.

### Marketing

All-Fill International Ltd may from time to time send you information about our products and services. You have the right at any time to stop us contacting you for marketing purposes. If you do not wish to be contacted for marketing purposes, please email us at [info@allfill.co.uk](mailto:info@allfill.co.uk).

### What are your data protection rights?

All-Fill International Ltd would like to make sure you are fully aware of all your data protection rights. Every user is entitled to the following:

- The Right to Access – you have the right to request from us copies of your personal data. We may charge you a small fee for this service.



- The Right to Rectification – you have the right to request us to correct any of your personal data which you believe is inaccurate. You also have the right to request that we complete information you believe is incomplete.
- The Right to Erasure – you have the right to request that we erase your personal data, under certain conditions.
- The Right to Restrict Processing – you have the right to request that we restrict the processing of your personal data, under certain conditions.
- The Right to Object to Processing – you have the right to object to us processing your personal data, under certain conditions.
- The Right to Data Portability – you have the right to request that we transfer the data we have collected to another organisation, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us by:

- Email: [info@allfill.co.uk](mailto:info@allfill.co.uk)
- Phone: +44(0)1767 691100
- Post: All-Fill International Ltd, Unit 5 Gateshead Close, Sunderland Road, Sandy, Bedfordshire, SG19 1RS, United Kingdom.

### **Cookies**

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our website, we may collect information from you automatically through cookies or similar technology.

For further information about cookies, [www.allaboutcookies.org](http://www.allaboutcookies.org).

### **How do we use cookies?**

All-Fill International Ltd uses cookies in a range of ways to improve your experience on our website, including:

- Understanding how you use our website

### **What type of cookies do we use?**

There are a number of different types of cookies, however, our website uses:

- Functionality – we use these cookies so that we recognise you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.
- Advertising – we use these cookies to collect information about your visit to our website, the content you viewed, the links you followed and information about your browser, device and IP address. We sometimes share some limited aspect of this data with third parties for advertising purposes.

### **How to manager cookies**

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

### **Privacy Policies of other websites**

Our website may contain links to other websites. Our Privacy Policy applies only to our website, so if you click on a link to another website, you should read their Privacy Policy.

### **Changes to our Privacy Policy**

All-Fill International Ltd keep our Privacy Policy under regular review and places any updates on this website. This Privacy Policy was last updated on 26<sup>th</sup> April 2019.

**How to contact us**

If you have any questions about All-Fill International Ltd's Privacy Policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

- Email: [info@allfill.co.uk](mailto:info@allfill.co.uk)
- Phone: +44(0)1767 691100
- Post: All-Fill International Ltd, Unit 5 Gateshead Close, Sunderland Road, Sandy, Bedfordshire, SG19 1RS, United Kingdom.

**How to contact the appropriate authority**

Should you wish to report a complaint or if you feel that All-Fill International Ltd has not addressed your concern in a satisfactory manner, you may contact the Information Commissioners Office at [www.ico.org.uk](http://www.ico.org.uk)