

Chetham Timber Company Limited

GDPR Statement

Chetham Timber Company Limited are committed to adherence of the General Data Protection Regulations (GDPR). We respect your privacy and your rights to control your personal data.

We use the personal data you provide to us so we can communicate with you for the purposes of;

- Administration.
- Accounting.
- Promotional Activities

Chetham Timber Company Limited will not sell your data to any third party. Any information disclosed will be solely for business purposes and customer services including;

- Name.
- Address.
- Telephone numbers.
- Email addresses.
- Contact names.

Information necessary to be shared in order to carry out our normal business activities include;

Credit Card details - These are used at time of payment and never stored on our systems. Our current provider Bank of Ireland Payment Acceptance process the payments and are PCI compliant.

Shipping, Delivery and other services - Third parties are frequently used to support customer services. Only information Chetham Timber Company Limited deem necessary to carry out the successful performance of this service will be shared with the Third Party.

Chetham Timber Company Limited uses contractual and organisational measures to protect your data when utilising third parties. They include requirements that your personal data is being processed exclusively for the purposes mentioned above. If you have a specific question about these third parties please contact us using our contact details listed at the end of this statement.

Your personal data is stored by Chetham Timber Company Limited located at 38-39 John F Kennedy Road, JFK Industrial Estate, Naas Road, Dublin 12, D12 ND37, Ireland and held on our servers which are securely backed up to the cloud.

No third party providers have access to your data unless detailed specifically required by regulations and law.

If you are a customer, supplier or business partner we will retain your personal information for as long as we deem it necessary to enable to provide services to you and for seven years thereafter. This is necessary to allow us conduct business and is in accordance with our statutory obligations.

We take the security of your data, and our responsibility to protect it, very seriously. Chetham Timber Company Limited uses a variety of technical, physical and organisational measures to protect your data. For example we utilise access control measures, firewalls, secure servers, secure email platforms and encryption techniques.

Should you believe that any personal data we hold on you is incorrect or incomplete, you have the right to request to see this information, rectify it or have it deleted. Please contact us by emailing info@chethamtiber.com.

In the event that you wish to complain about how we have handled your personal data please contact info@chethamtiber.com or in writing at Chetham Timber Company Limited, 38-39 John F Kennedy Road, JFK Industrial Estate, Naas Road, Dublin 12, D12 ND37, Ireland.

If you still believe that your personal data has not been handled appropriately according to the law, you can contact the Irish Data Protection Commissioners Office (www.dataprotection.ie) and file a complaint with them.

Chetham Timber Company Limited reserve the right to modify or update this Statement when necessary. Please review it regularly.