



PMF METALWORK & DESIGNS
PERFECTLY MANUFACTURED FABRICATIONS

Privacy policy

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This privacy policy explains how we use any personal information you give us, or we collect about you when using this website or enquiring about/engaging our services

Topics:

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What information do you give us?

If you ask us to contact you about our products/services, you might give us information by getting in touch via phone or email. This could include your name, address, email, phone number. We collect website usage information using cookies (Google Analytics)

How will we use this information?

- To answer your enquiries.
- To carry out our obligations arising from any contracts entered into between you and us
- To notify you about changes to our service
- To make sure content from our site is presented in the most effective manner for you and for your computer.

If you engage our services, we may send your details to, and also use information from credit reference agencies and fraud prevention agencies.

Information collected via cookies is used to:

- Administer our website, and for internal operations (inc troubleshooting, data analysis, testing, research, statistical and survey purposes)
- To improve our website to make sure content is presented in the most effective way
- As part of our efforts to keep our website safe and secure



Sharing your data

We may share your data with selected third parties, including:

- Suppliers and sub-contractors for the performance of any contract we enter into with you (for example, our accountants)
- Analytics and search engine providers

We will not sell or share you data with any other parties.

We may disclose your personal information to third parties:

- In the event that we sell or buy any business or assets, in which case we may disclose your personal data to the prospective seller or buyer of such business or assets
- If Pomfrey Metal Fabrications Ltd or substantially all of its assets are acquired by a third part, in which case personal data held by it about its customers will be one of the transferred assets
- If we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply our terms of use or terms and conditions of supply and other agreements, or to protect the rights, property or safety of Pomfrey Metal Fabrications Ltd, our customers, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.]

Where will we store your data?

Your data will be stored on secure Microsoft servers, and subject to their protections. [Microsoft privacy policy](#)

How long will we hold your data?

If we provide you with a quote for product/services, we will hold your information for a period of 2 years, after which it will be deleted. Quotes are provided with reference numbers: we will retain details of the quote, but personally identifiable information will be removed.

If you buy a product/service from us we will retain your data in line with regulatory requirements.

Access to your information and correction

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 info@pmfdesigns.co.uk.

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.

Cookies

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity. For further information visit www.aboutcookies.org or www.allaboutcookies.org. You can set your browser



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

Our website uses Google Analytics, a service which transmits website traffic data to Google servers in the United States. Google Analytics does not identify individual users or associate your IP address with any other data held by Google. We use reports provided by Google Analytics to help us understand website traffic and webpage usage.

For more information on the cookies used on our website, please see our separate Cookie Policy.

Other websites

Our website may contain links to other websites. This privacy policy only applies to this website so when you link to other websites you should read their own privacy policies.

Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates on this web page. This privacy policy was last updated on 23 May 2018.

How to contact us

Please contact us if you have any questions about our privacy policy or information we hold about you: by email info@pmfdesigns.co.uk