

Criftin Enterprise Centre Ltd Privacy Policy

This policy sets out the basis on which any personal data we collect will be processed by us. Please read this Privacy Policy carefully to understand our views and practices and your rights regarding your personal data. By visiting our website, you are accepting and consenting to the practices described in this policy.

For data protection legislation, the data controller is Criftin Enterprise Centre Ltd, Oxton Road, Epperstone, Nottingham. NG14 6AT.

We will collect and process the following data about you:

Information you give us

This is information about you that you give us by filling in forms physically or on our website; or by corresponding with us by phone, email or otherwise. The information you give us may include your name, address, email address and phone number, financial information and bank account verification information.

Information we collect from your use of our website.

When you visit our website, we will automatically collect the following information:

Your IP address, location, Internet Service provider.

Information we collect throughout our relationship

This is information relating to ongoing tenancies such as rent payment information and changes in financial information.

Information we collect when you call us

If you call us, we will automatically collect the phone number used to make the call.

Information we receive from other sources

If you email us, we will automatically collect the email address and any other contact information contained in your email.

Information you give to us

We use this information: To assess whether we can enter into a contract with you. This includes carrying out our obligations to you and providing you with our services.

to deal with any legal queries relating to your use of our service and comply with any legal obligations.

To provide you with service communications which may be sent by email or post or, if the circumstances require it, we may contact you by telephone. These will include changes to our service.

Information we collect throughout our relationship

We will use this information to help us provide you with our services as is necessary for the performance of our contract.

How long do we keep hold of your information?

We will keep your information for as long as is necessary for the purpose it was collected. We will usually keep information about you for a maximum of 15 years after the end of our relationship with you unless:

obligations to our regulators require otherwise.

we require the data in relation to such a claim.

for legal reasons.

we are required to remove such data from our records.

Who might we share your information with?

We may disclose your personal data to third parties, who perform services on our behalf and as may be required by law.

We may transfer your personal data outside the EEA and will ensure that it is treated in accordance with legislation.

Where the processing of your personal data is based on consent, you can withdraw that consent at any time.

Your rights:

You have various rights, including to see a copy of the personal information held about you.

You can exercise these rights at any time by contacting the Data Protection Officer at Criftin Enterprise Centre, Oxton Road, Epperstone, Nottingham NG14 6AT info@criftinenterprisecentre.com

Complaints to the Information Commissioner's Office

If you are not satisfied with the processing of your data, you have the right to lodge a complaint with the ICO which is the supervisory authority for data protection in the UK. We request that you first bring any complaint to our attention before contacting the ICO so that we may take appropriate action to resolve the issue.

Accessing your personal information

You have the right to a copy of the information we hold about you. You may make an access request by writing to the Data Protection Officer, Criftin Enterprise Centre Ltd, Oxton Road, Epperstone, Nottingham NG14 6AT or emailing info@criftinenterprisecentre.com. Any access request will be processed as required by law and will be free of charge.

Changes to our Privacy Policy

This policy may be updated from time to time. Please check back frequently to see any updates or changes to our Privacy Policy.

Your acceptance of this Policy

By using our site, sending us an email, you consent to the collection and use of information by Criftin Enterprise Centre Ltd in accordance with our Privacy Policy. If you do not agree to this Policy, please do not use our website or contact us.

Contact us

Questions, comments and requests regarding this Privacy Policy should be addressed to the Data Protection Officer, Criftin Enterprise Centre Ltd 01158220418 or email: info@criftinenterprisecentre.com
