

GDPR 2018 & PRIVACY POLICY
T.M. MATTHEWS

T. M. MATTHEWS (The Company) take data security seriously and will not share your data with third parties unless necessary by law.

We collect and use the information we need for the running of our business, this includes (but it is not exclusive to) names, trading names, VAT numbers, addresses for correspondence and site addresses, contact numbers and email addresses. The collection and use of this information enables us to run the administration of our business. The collection and use of this data is without prejudice to the customers rights. We maintain both electronic and physical records and will keep such data for as long as is necessary for the purposes of carrying out legitimate business interest or is required by law.

Our customers may at any time make a written request to view data we have collected about them and to have the data removed in accordance with GDPR regulations. If we receive a request to exercise any of the above rights, we may ask to verify your identity before acting on the request; this is to ensure that data is protected and kept secure. We reserve the right to amend practices and procedures at any time to remain within the framework of current legislation and working practices.

T M Matthews (The Company) can be contacted at the following address: Cherry Tree Farm, Cherry Tree Road, Tibenham, Norfolk NR16 1PJ (TM/CM2018)