

## Privacy Policy and General Data Protection Regulation (GDPR)

### Tickners Trailers Statement

This statement sets out our policy on privacy and how we comply with the new legislation that protects our customers, suppliers and employees, sub contractors. Below is the list of who's data we store and what we store. Our suppliers have been sourced for quality and professionalism and are part of our small supply chain. The stockists are legitimate businesses. Our sub contractors are qualified / experienced in their work.

### Our Customers

The contact details include your name, company name (if applicable), address/s, contact no and email address/s, and any other relevant details. These details are kept on our secure email system, accounting software and computer files

### Our Suppliers

The contact details include the company name, contact name/s, address/s, contact no and email address/s, and any other relevant details including VAT numbers. These details are kept on our secure email system, accounting software and computer files

### Our Employees

The contact details include your name, address/s, contact no and email address/s, named next of kin or contact person and their contact number, National insurance number, tax codes, and any other relevant details. These details are kept on our secure email system, accounting software and computer files

### Data Storage

Our computers are protected by windows firewalls & internet security. Emails, accounting records and computer files are accessed only by specified person/s or permitted to by the directors and the files are all individually password protected.

All personal data information is kept on file for the minimum amount of time that certain authorities require.

### Data Sharing

Tickners Trailers Ltd does not sell any data. The data we have is shared, when appropriate, with our stockists, our accountant, the relevant tax authorities, government bodies, police, insurance companies, our suppliers if required for example to send/deliver goods. Sub contractors may also be permitted to see data as part of any repair/improvement work involved in IT.

### Website and cookies

Our website and analytics is managed by **SAYU LTD**. There are cookies that help SAYU LTD and us to determine the rate of traffic coming to our website. The cookie policy is on our website and explains clearly how the system works. Please see <http://www.ticknertrailers.co.uk/cookie-policy.html> for further clarification on cookies and how they are used.

If you have any concerns or queries relating to your personal data that we have please get in touch.