

Yate Computing Privacy Statement

Yate Computing is committed to complying with the General Data Protection Regulations. Our Privacy Statement explains what information we hold about you, how we protect it and how you can have your information removed if you wish.

Information we hold about you and why we hold it

The information we hold about you is taken from the details you give us when you use our contact form to make enquires about our Services or use one of our services and an invoice is issued.

We need this information to enable us to contact you about your enquiry or to invoice correctly.

We will normally contact you by email or phone. However, on some very rare occasions we may contact you by post. We will only contact you if you have given your permission for us to do so.

Sharing Information

Your information is held by Yate Computing and only shared with Employees of Yate computing to enable your enquiry to be effectively replied to. We never pass your details on to any other organization or person.

We do not carry out any marketing that makes use of your information.

Safeguarding your information

Your details will always be kept safe and secure. The information is stored on a password-controlled computer within a password-controlled file. The passwords are known only to Yate Computing Management Group.

Length of time we keep your information

We keep your enquiry information for one year from the time you give us permission to file your information or sooner if you request us to delete it from our records.

Your rights

You have the right to ask for your details to be removed from our file unless your enquiry is still active.

You may ask to check the information we hold on you and request changes to be made if details are no longer accurate.

You can complain if you feel your personal information has been mishandled. We would encourage you to come to us in the first instance, but you are entitled to complain directly to the Information Commissioner's Office (ICO) www.ico.org.uk