JOHN MOWER & CO LIMITED

PRIVACY POLICY

This privacy policy explains how we use any personal information we collect about you.

• Topics:

FOOD SERVIC

- What information do we collect about you?
- How will we use the information about you?
- Marketing
- <u>Cookies</u>
- <u>Access to your information and correction</u>
- <u>Changes to our privacy policy</u>
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What information do we collect about you?

As a customer of John Mower & Co Ltd we store a certain amount of data on you/your company, but not limited to: name, address, telephone number, email address, company details. We collect information about you when you register with us or place an order for products or services. We also collect information when your voluntary complete customer surveys, provide feedback. Website usage information is collected using cookies.

How will we use the information about you?

We collect information about you to process your order manage your account and, if you agree, to email you about other products and services we think may be of interest to you. This is data that can be used to identify you or your organisation, including, but not limited to, those items outlined above. These details are stored on business computers which are password protected, have antivirus and firewall in place and will be kept for a period in excess of 6 years.

This data will only be used to for purposes necessary for us to fufil our business obilgations to you as a customer. You data will only be shared in the interests of yourself to the business, or if legally obilged to do so.

Any data will be processed lawfully, fairly and in a transparent manner. It will only be collected for specific and legitimate purposes and not processed in any way. All reasonable steps will be taken to ensure data is kept up to date and is accurate.

We use your information collected from the website to personalise your repeat visits to our website.

In processing the order, we may send your details to, and also use information from credit reference agencies and fraud prevention agencies.

John Mower & Co Ltd will not share your information for marketing purposes with outside companies.

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Marketing

We would like to send you information about products and services, which may be of interest to you

If you have consented to receive marketing, you may opt out at a later date.

You have the right at anytime to stop us from contacting you for marketing purposes.

If you no longer wish to be contacted for marketing purposes click here

COOKIES

Cookies are text files placed on 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 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.

Access to Your Information and Correction

You have a 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 <u>simone.lewis@johnmower.co.uk</u> or write to us at the following address:

John Mower & Co Ltd

Millmead House, Pindar Road

<u>Hoddesdon</u>

Hertfordshire, EN11 0DE

We want to make sure that your personal information is accurate and up to date. You have the right to withdraw your consent at any time or to access the data we hold about you and have it rectified or erased by the business. Any requests must be made in writing.

CHANGE TO OUR 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 **18th May 2018.**

HOW TO CONTACT US

Please contact us if you have any questions about our privacy policy or information we hold you:

Data Protection Officer: Simone Lewis

Simone.lewis@johnmower.co.uk