



DATA PROTECTION POLICY

WHAT PERSONAL INFORMATION WE HOLD?

Suppliers: Your contact details, name, postal addresses including billing and delivery addresses, telephone numbers (including some individual mobile numbers) and e-mail addresses. Company bank details.

Customers: name and telephone numbers taken when you make a booking – this information is destroyed after the booking has taken place

Email newsletter database: if you have opted in to our email newsletter we will hold your email address – you can unsubscribe at any time.

Other publicly available personal data, which you may have shared via a public platform (such as a Twitter feed or a public Facebook page)

Our webpage is not for children and we do not knowingly collect data relating to children.

COOKIES

We do not collect cookies.

HOW LONG DO WE KEEP DATA

We only keep your data while you are current customers or suppliers to our company.

HOW WE USE YOUR DATA

To provide goods and services to you;

To process payments (suppliers only);

To manage your registered account with us;

To verify your identity;

To contact you electronically, by post and by delivery about promotional offers;

To manage customer service interactions with you; and where we have a legal right or duty to use or disclose your information (for example in relation to an investigation by a public authority or in a legal dispute)

SHARING DATA

We do not and will not, sell any of your personal data to any third party - including your name, address, e-mail address or banking details.

LEGAL BASIS FOR USING DATA

We use your personal data because it is necessary for the pursuit of our legitimate interest



The purpose of complying with our duties and exercising our rights under a contract of sale of goods to a customer

Complying with our legal obligations

YOUR RIGHTS

You have the following rights:

The right to ask what personal data we hold about you at any time, subject to a fee specified by law (currently £10)

The right to ask us to update and correct any out-of-date or incorrect personal data that we hold about you free of charge

CONTACT INFORMATION

If you want to exercise your rights regarding your personal data, please contact us by e-mail at info@square1restaurant.co.uk

THIS POLICY WAS UPDATED MAY 2018