



**THE CONSERVATORY  
INSULATION COMPANY**

# **General Data Protection Notice**

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**Aim:**

The following text is provided as an example of a general data protection statement. You can use this text [or amended version] on your website, for example in a page linked from a 'Data protection link' - or as part of a general statement on your approach to data protection. This is an optional page and can be used as a summary of your privacy statement.

**Example Text:**

Thank you for visiting our website, we hope we can help you with your inquiry. We want to let you know that we will respond to any questions or requests as soon as possible and will send you other information that we think you might be interested in. We promise not to bombard you with emails, phone calls or letters and feel free to tell us to stop at any time by simply contacting us by email to: info@theconservatoryinsulationcompany

It is important to tell you that we take your privacy very seriously and that we have completed our company-wide General Data Protection Regulations (GDPR) compliance processes. Whether you are a user, client, employee, supplier, or work with us in any capacity we will ensure to keep your personal information safe. This means that we promise to keep your data secure and will not share with anyone except where this is necessary to fulfil our commitments to you or as required by law. We will always act in your interests and ensure you get the best possible care. We will only store your details for as long as necessary and will dispose of any data securely when no longer required.

We will of course respect your rights under the data protection regulations, ensuring that your information is collected, processed and stored in accordance with the data protection laws as defined in the GDPR and all other applicable regulations and kept safe at all times.

Please feel free to take a look at our full privacy policy and feel free to contact us if you have any questions, comments, or requests. We will of course send you copies of your data, delete, or rectify your data as you request and always act within the rules defined in GDPR. For more info and access to the full privacy statement, go to [\[Company to insert link to Privacy Policy\]](#).

Many thanks

The Conservatory Insulation Company

End.