



PRIVACY POLICY

www.andrewshepherdconstruction.co.uk and www.shepherdgroup.co.uk ("We") are committed to protecting and respecting your privacy.

This policy and any other documents referred to on it sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

For the purpose of the Data Protection Act 1998 (the Act), the data controller is advancedwallsolutions.com

INFORMATION WE MAY COLLECT FROM YOU

We may collect and process the following data about you:

1. Information that you provide by filling in forms on our site advancedwallsolutions.com (our site). This includes information provided at the time of registering to use our site or requesting further services. We may also ask you for information if you report a problem with our site.
2. If you contact us, we may keep a record of that correspondence.
3. We may also ask you to complete surveys that we use for research purposes, although you do not have to respond to them.
4. Details of transactions you carry out through our site and of the fulfilment of your orders.
5. Details of your visits to our site including, but not limited to, traffic data, location data, and other communication data, whether this is required for our own billing purposes or otherwise and the resources that you access.

IP ADDRESSES AND COOKIES

We may collect information about your computer, including where available your IP address, operating system and browser type, for system administration and to report aggregate information to our advertisers. This is statistical data about our users' browsing actions and patterns, and does not identify any individual.

For the same reason, we may obtain information about your general internet usage by using a cookie file which is stored on the hard drive of your computer. Cookies

contain information that is transferred to your computer's hard drive. They help us to improve our site and to deliver a better and more personalised service. They enable us:

1. To estimate our audience size and usage pattern.
2. To store information about your preferences, and so allow us to customise our site according to your individual interests.
3. To speed up your searches.
4. To recognise you when you return to our site.

We may also use your data, or permit selected third parties to use your data, to provide you with information about goods and services which may be of interest to you and we or they may contact you about these.

If you are an existing customer, we will only contact you by electronic means (e-mail or SMS) with information about goods and services similar to those which were the subject of a previous sale to you

If you are a new customer, and where we permit selected third parties to use your data, we (or they) will contact you by electronic means only if you have consented to this.

If you do not want us to use your data in this way, or to pass your details on to third parties for marketing purposes, please tick the relevant box situated on the sign up page.

DISCLOSURE OF YOUR INFORMATION

We may disclose your personal information to third parties:

1. To estimate our audience size and usage pattern.
2. To store information about your preferences, and so allow us to customise our site according to your individual interests.
3. To speed up your searches.
4. To recognise you when you return to our site.

In the event that we sell or buy any business or assets, in which case we may disclose your personal data to the prospective seller or buyer of such business or assets.

If [www.andrewshepherdconstruction.co.uk and www.shepherdgroup.co.uk] or substantially all of its assets are acquired by a third party, in which case personal data held by it about its customers will be one of the transferred assets.

If we are under a duty to disclose or share your personal data in order to comply with any legal obligation and other agreements; or to protect the rights, property, or safety of www.andrewshepherdconstruction.co.uk and www.shepherdgroup.co.uk], our customers, or

others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

RIGHTS

You have the right to ask us not to process your personal data for marketing purposes. We will usually inform you (before collecting your data) if we intend to use your data for such purposes or if we intend to disclose your information to any third party for such purposes. You can exercise your right to prevent such processing by checking certain boxes on the forms we use to collect your data. You can also exercise the right at any time by contacting us at advancedwallsolutions.com

Our site may, from time to time, contain links to and from the websites of our partner networks, advertisers and affiliates. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

ACCESS TO INFORMATION

The Act gives you the right to access information held about you. Your right of access can be exercised in accordance with the Act. Any access request may be subject to a fee of [£10] to meet our costs in providing you with details of the information we hold about you.

CHANGES TO OUR PRIVACY POLICY

Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail.

CONTACT

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to acs@shepherdgroup.co.uk