

# Berkshire Stone Fabrication - Privacy Policy

This privacy policy will explain how our organization uses the personal data we collect from you when you use our website.

## Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
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- Changes to our privacy policy
- How to contact us
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## What data do we collect?

Berkshire Stone Fabrication collects the following data:

- Personal identification information (Name, email address, phone number, etc.)

## How do we collect your data?

You directly provide Berkshire Stone Fabrication with most of the data we collect. We collect data and process data when you:

- Make an enquiry or place an order for any of our products or services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.

Berkshire Stone Fabrication may also receive your data indirectly from the following sources:

- Google, Bing, Stripe (online payment services), Facebook, Instagram.

## How will we use your data?

Berkshire Stone Fabrication collects your data so that we can:

- Process your order, manage your account.
- Email you with special offers on other products and services we think you might like.

When Berkshire Stone Fabrication processes your order, it may send your data to, and also use the resulting information from, credit reference agencies to prevent fraudulent purchases.

### **How do we store your data?**

Berkshire Stone Fabrication securely stores your data at our premises in Wokingham.

### **Marketing**

Berkshire Stone Fabrication would like to send you information about products and services of ours that we think you might like.

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

You have the right at any time to stop Berkshire Stone Fabrication from contacting you for marketing purposes.

### **What are your data protection rights?**

Berkshire Stone Fabrication would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** - You have the right to request Berkshire Stone Fabrication for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** - You have the right to request that Berkshire Stone Fabrication correct any information you believe is inaccurate. You also have the right to request Berkshire Stone Fabrication to complete information you believe is incomplete.

**The right to erasure** - You have the right to request that Berkshire Stone Fabrication erase your personal data, under certain conditions.

**The right to restrict processing** - You have the right to request that Berkshire Stone Fabrication restrict the processing of your personal data, under certain conditions.

**The right to object to processing** - You have the right to object to Berkshire Stone Fabrication's processing of your personal data, under certain conditions.

**The right to data portability** - You have the right to request that Berkshire Stone Fabrication transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us via one of the following methods.

**Email us:** [jack.r.dorgan@gmail.com](mailto:jack.r.dorgan@gmail.com)

**Call us:** +44 7500 016394

**Write to us:** Berkshire Stone Fabrication, Waterloo Road, Binfield, Wokingham RG40 3DA

### **What are cookies?**

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our websites, we may collect information from you automatically through cookies or similar technology.

For further information, visit <https://www.allaboutcookies.org/>

### **How do we use cookies?**

Berkshire Stone Fabrication uses cookies in a range of ways to improve your experience on our website, including:

- Keeping you signed in
- Understanding how you use our website

### **What types of cookies do we use?**

There are a number of different types of cookies, however, our website uses:

- **Functionality** - Berkshire Stone Fabrication uses these cookies so that we recognize you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.
- **Advertising** - Berkshire Stone Fabrication uses these cookies to collect information about your visit to our website, the content you viewed, the links you followed and information about your browser, device, and your IP address. Berkshire Stone Fabrication sometimes shares some limited aspects of this data with third parties for advertising purposes. We may also share online data collected through cookies with our advertising partners. This means that when you visit another website, you may be shown advertising based on your browsing patterns on our website.

### **How to manage cookies**

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

### **Privacy policies of other websites**

The Berkshire Stone Fabrication website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

## **Changes to our privacy policy**

Berkshire Stone Fabrication keeps its privacy policy under regular review and places any updates on this web page.

## **How to contact us**

If you have any questions about Berkshire Stone Fabrication's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

**Email us:** [jack.r.dorgan@gmail.com](mailto:jack.r.dorgan@gmail.com)

**Call us:** +44 7500 016394

**Write to us:** Berkshire Stone Fabrication, Waterloo Road, Binfield, Wokingham RG40 3DA

## **How to contact the appropriate authority**

Should you wish to report a complaint or if you feel that Berkshire Stone Fabrication Limited has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office: <https://ico.org.uk/>