



Brian Dent Ltd.



## CONTRACTORS, PLANT AND TOOL HIRE

LITTLEMOOR MILL, WHALLEY ROAD, CLITHEROE BB7 1PW

Tel: (01200) 423061 • Fax: (01200) 429003

web: www.briandentltd.co.uk



22/05/2018

### Re: General Data Protection Regulation (GDPR)

As one of our valued Customers and in order for Brian Dent Ltd to comply with the new General Data Protection Requirements (GDPR) which comes into force on 25<sup>th</sup> May 2018, we wish to inform you of the Data we hold for you and how we use it.

It is important to stress that we will never sell your information or use your data in any other way than listed below.

#### Your Company/Individual Details

We hold this information in both our secure Sales/Hire Software System as an account record and your original account sign up documentation in paper format in our secure office. This information includes the following:

- Company Name
- Company Address
- Various supplied contact telephone / fax numbers
- Various supplied email addresses
- Various supplied site addresses and contact details.

We use this information to facilitate trading with your company and general correspondence with your employees on a daily basis.

On occasions, we may pass some of your information on to approved third parties to help facilitate the excellent service in which we offer to our customers. Examples of this would be an approved haulage company to deliver/collect items of plant or an approved company who can assist with the repairing of machinery on site following a breakdown.

The information that we pass on to our approved suppliers would be as limited as possible and only be the information required for the task in hand. Our suppliers have confirmed that they are also GDPR compliant.

On the occasions where you may pass your own customers' details on to us, this signifies that you also comply with the new General Data Protection Regulation (GDPR), and that you have made your customers aware of what you do with their Data – which they have given you permission to use.

On rare occasions, we will use third parties to assist with Debt collection.

We don't use your individual/company details for any marketing purposes or for any other reason other than stated above and only authorised employees of Brian Dent Limited can access this data.

If you do not wish for Brian Dent Limited to hold, or use any of the data, as stated above, please contact us in writing at the address above or email to opt out.

Should you have any further questions, please don't hesitate to contact me on the telephone number above.

Kind Regards

*Excavators (360° & 180° Tracked & Rubber Tyred) • Mini Excavators • Track & Wheel Loading Shovels • Compressors • Hydraulic Breakers  
Rollers • Rough Terrain Fork Lifts • Platform Trucks • Concrete Grinders • Placers • Saws & Scrabblers • Water Main Installations • Reinstating, etc.*

Directors: W. A. Dent, A. S. Dent, D. G. Dent, C. E. Dinsdale

Registered in England No. 822579

Registered Office as above.