

# Data Protection Policy

All personal data that you provide ("The Data") to us is collected for the purpose of enabling us to provide a better service to you and will be treated in accordance with The Act.

We only disclose the Data to any service providers who are authorised to participate in the maintenance of the property you are occupying and for which you hereby give your consent. We do not disclose any Data to any third parties other than authorised service providers and if required by law or other regulation.

We do not collect or use Data for any purpose other than that indicated in this statement. Please inform us if there is a change in your details. We will keep the Data for two years from the date we last provided services for you unless you request us to destroy your records any earlier.

You can ask us whether we are keeping Data about you. Upon request and upon proof of identity, we will aim to provide you within one week and without charge with a copy of the Data we keep about you. Should you wish us to amend or erase any part of the Data, we will do so, subject to compliance with any statutory requirements.

*Bryden Haulage*