## **Privacy Policy**

This policy applies between you the user of this website and Calabria Property Services the owner and provider of this website This privacy policy should be read alongside and addition to our terms and conditions which can be found in <a href="https://www.calabria-property-services.com/privacy/privacy.htm">https://www.calabria-property-services.com/privacy/privacy.htm</a>

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1,In this privacy policy the following definitions are used

Data Collectively all information that you submit to Calabria Property Services via the

website This definition Incorporates where applicable the definitions provided in data

protection laws

Data Any applicable law relating to the processing of personal data, including but not limited to

Protection the directive 96 /46 EC data protection directive or the GDPR and any national implementing laws, regulations and secondary legislation for as long as the GDPR is

effective in the UK

GDPR The general Data Protection Regulation(EU)2016/679

CALABRIA Calabria Property Services

PROPERTY SERVICES

User or you

Property Services and acting in the course of their employment or(if) engaged as a consultant or otherwise providing services to Calabria Property Services and

Any third party that accesses the website and is not either (1) employed by Calabria

accessing the website in connection with provision of such services and

Website The website you are currently using <a href="https://www.calabria-property-services.com">https://www.calabria-property-services.com</a> and any

sub domains

of this site unless expressly excluded by their own terms and conditions

2, In this privacy policy, unless the context requires a different interpretation

A, the singular includes the plural and vice versa

B, reference to sub-clauses, schedules or appendices are to sub-clauses, clauses, schedules or appendices of this privacy policy

C, a reference to a person includes firms companies, government entries trusts and partnerships;

D, "including" is understood to mean "including without limitation"

E, reference to any staturtory provision includes any modification or amendment of it;

F, the headings and sub-headings do not form part of this privacy policy

## Scope of this privacy policy

- **3,** this privacy policy applies only to the actions of **Calabria Property Services** and users with respect to this website. It does not extend to any websites that can be accessed from this website including but not limited to any links we may provide to social media websites
- **4,** for purposes of the applicable Data Protection Laws Calabria Property Services is the data controller. This means that Calabria Property Services determines the purposes for which and the manner in which, your data is processed. **Data collected**
- 5, We may collect the following data which includes personal data from you A, Name

B, contact information such as email addresses and telephone number C, IP address (automatically collected)

**How we** We collect data in the following ways collect data a, data is given to us by you and b, data is

collected automatically. Data

## that is given to us by you

Calabria Property Services will collect your data in a number of ways, for example

- a, when you contact us through the website by telephone, post, email, or through any other means in each case in accordance with this privacy policy **Data Retention**
- 13, unless a longer retention period is required or permitted by law we will only hold your data on our systems for a period necessary to fulfil the purpose outlined in this privacy policy or until you request that the data be deleted.

14,even if we delete your data it may persist on backup or archival media for legal tax or regulatory

puposes.

# Data that is collected automatically

8, To the extent hat you access the website we will collect your data automatically for example A, we automatically collect some information about your visit to the website. This information helps us to make improvements to website content and navigation and includes your IP address, the date, times and frequency with which you access the website and the way you use and interact with its content

## Keeping data secure

- 9, we will use technical and organisational measures to safeguard your data for examples, A, access to your accounts controlled by a password and a username which is unique to you B, we store your data on secure servers
- 10, We are certified to PCI DSS. This family of standards helps us manage your dat and keep it secure
- 11, Technical and organisational measures include measures to deal with any suspected data breach, if you suspect any misuse or loss or unaurthorised access to your data please let us know immediately by contacting us via this email address sales@calabria-property-services.com
- 12, if you want detailed information from Get Safe online

On how to protect your information and your computers and devices against fraud, identity theft, viruses and many other online problems please visitgetsafeonline.org Get Safe Online is supported by HM Government and leading businesses

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## **Your Rights**

- 15 You have the following rights in relation to your data a, Right to access the right to request (1) copies of the information we hold about you at any time or (if) that we modify, update or delete such information. If we provide you with access to the information we hold about you, we will not charge you for this, unless your request is manifestly unfounded or excessive. Where we are legally permitted to do so, we may reuse your request IF we refuse your request we will tell you the reasons why.
- B, Right to correct- the right to have your data rectified if it is inaccurate or incomplete c, right to erase the right to request that we delete or remove your data from our systems d, right to restrict our use of your data the right to 'block us from using your data or limit the way in which we can

use it. e, the right to portability the right to request that we move, copy or transfer your data f, right to object the right to object to our use of your data where we use it for legitimate interests

16 to make enquiries, exercise any of your rights set out above

Or withdraw your consent to the processing of your data (where consent is our legal basis for processing your data) please contact us via this email address <a href="mailto:sales@calabria-property-services.com">sales@calabria-property-services.com</a>.

- 17. IF you are not satisfied with the way a complaint you make in relation to your data is handled by us you may be able to refer your complaint to the relevant data protection authority for the UK, this is the information Commissioners Office (ICO) the ICO's contact details can be found on their website at <a href="https://ico.org.uk">https://ico.org.uk</a>
- 18, It is important that the data we hold about you is accurate and current. Please keep us informed if your data changes during the period for which we hold it.
- 19 This website from time to time provide links to other websites. We have no control over such websites and are not responsible for the content of these. The privacy policy does not extend to your use of such websites. You are advised to read the privacy policy or statement of other websites prior to using them.

#### **Changes of Business ownership and control**

- 20 Calabria Property Services may from time to time expand or reduce our business and this may involve the sale and / or the transfer of control of all or part of DAVE RUSHTON (Engines) LT D data provided by users will where it is relevant to any part of our business sot transferred be transferred along with that part and the new owner newly controlling party will, under the terms of this privacy policy be permitted to use the data for the purpose for which it was originally supplied to us
  - 1. We may also disclose Data to a prospective purchaser of our business or any part of it.
  - 2. In the above instances we will take steps with the aim of ensuring your privacy iis protected

#### Gerneral

- 23 you may not transfer any nof your rights under this privacy policy to any other person. We may transfer our rights under this privacy policy where we reasonably believe your rights will not be affected 24, If any court or competent authority finds that any provision of this privacy policy (or part of any provision) is invalid, illegal or unenforceable that provision or part provision will to the extent required be deemed to be deleted and the validity and enforceability of the other provisions of this privacy policy will not be affected
  - **25**,Unless otherwise agreed no delay, act or omission by a party in exercising any right or remedy will be deemed a waiver of that or any other, right or remedy
  - **26,**This agreement will be governed and interpreted according to the law of England and Wales. All disputes arising under the Agreement will be subject to the exclusive jurisdiction of the |English and Welsh courts

### Changes to this policy

27, DAVE RUSHTON (Engines) LTD reserves the right to change this policy as we may deem necessary from time to time or as may be required by law. Any changes will be immediate posted on the website and you are deemed to have accepted the terma of the privacy policy on your first use of the website following the alteration

You may contact Calabria Property Services by email at <a href="mailto:sales@calabria-property-services.com">sales@calabria-property-services.com</a>
This policy was created August 14<sup>th</sup> 2019