



GDPR PRIVACY STATEMENT
New Privacy Rules Puts You in Control of Your Data

AMD Contract Services Ltd is committed to respecting and protecting your privacy. We wish to be transparent on how we process your data and show you that we are accountable with the GDPR in relation to not only processing your data but ensuring you understand your rights as a client/supplier.

The new General Data Protection (GDPR) gives individuals more control over how their personal information is used making it easy to check and update the personal information held.

Please note not all the information we hold and use is personal information, so it won't be all covered by the new privacy notice.

It is the intention of this privacy statement to explain to you the information practices of AMD Contract Services in relation to the information we collect about you.

Your Personal Data:

What we need

We only collect basic personal information about you which does not include any "special" types of information or "location" based information. This does however include contact details such as name, address, email address, telephone numbers, financial information and credit history. All this information has been provided by you

Why we need it

We need to know your basic personal information in order to enter into a contract with you to provide hire, performance of a contract or repair services. We will only collect personal information from you that we need in order to provide and oversee these services.

What we do with it

All the personal data we hold is used for the provision of our service to you. We do not share it with any third party except to aid in recovering bad debts or to counter other criminality.

How long we keep it

We are required under UK tax law to keep your basic personal data (name, address, contact details) for a minimum of 6 years after which time it will be destroyed. Your information we use for marketing purposes will be kept with us until you notify us that you no longer wish to receive this information.

Who has access to it

Your information is shared internally with the Management Team and Accounts department. The organisation has third party IT support who may access your data as part of their maintenance of our systems. All of the information we hold is used and stored in the UK.

What we would also like to do with it

We would however like to use your name and email address to improve administration of, any accounts, services and products we have provided before, or provide now or in the future. This information is not shared with third parties and you can unsubscribe at any time via phone or email.



How we keep your information secure

The organisation is committed to ensuring that your information is secure with us and third parties who act on our behalf. Our IT support uses many tools to make sure that your information remains accurate through the means of backups and virus controls, all our computers are password protected.

What are your rights?

You have the following rights in connection with your personal information processed by AMD Contract Services Ltd:

Access – you can request access to your personal information and further details about how your personal information is handled.

Object – you have the right to object to our processing of your personal information for direct marketing purposes.

Rectification – you can request rectification of any incorrect personal data held about you.

Erasure – you can request erasure of any personal data where the processing is based on explicit consent.

You have a right at any time to opt-out or withdraw consent of receiving marketing from us and/or to amend the delivery method we use.

If you are concerned or have questions about how we handle your personal data please contact us and we will do our best to assist you.

Fraser W Dykes
Managing Director