



# S. Lilley & Son Limited

Lampholders Lighting Components Pressings Turned Parts Knobs LED Lighting

80 Alcester Street, Birmingham, England, B12 0QE

Telephone: 0121 622 2385 Facsimile: 0121 666 6148

Email: [sales@s-lilley.co.uk](mailto:sales@s-lilley.co.uk) Web Site: [www.s-lilley.co.uk](http://www.s-lilley.co.uk)

## Privacy Policy (GDPR May 2018)

This privacy policy sets out how S Lilley & Son Limited registration number 218678 uses and stores all information given, when contacted through any media form. S Lilley & Son Limited are committed to ensure that all your data is protected in accordance with this privacy statement. S Lilley & Son Limited may update this page from time to time so please check that you are happy with these changes. This policy is effective from 25th May 2018.

### Data Collection

Data may be collected by S Lilley & Son Limited as a data processor directly from you by telephone, email, written correspondences or other electronic media. S Lilley & Son Limited may also collect data from other third parties such as trade bodies, credit rating agencies or other regulatory organisations. Data may also be collected when you visit our website, place an order with us or accept an order from us through any other media. Data could include business or personal names, addresses, emails, telephone numbers, payment details and other information related to your business. S Lilley & Son Limited will only use this information for legitimate business activity with you and we will not contact you for marketing purposes if you do not wish us to.

### Data Sharing

Data maybe shared within the business of S Lilley & Son Limited and with our service providers such as banks, credit agencies, regulatory bodies, IT providers and other third parties only where authorised by you.

### DATA Retention

Data will only be retained for as long as required to meet our contractual and regulatory obligations.

### DATA Protection

S Lilley & Son Limited are committed in keeping your data secure. We have internal safeguards in place to protect against unauthorised access, unlawful processing and accidental loss of your Company and personal data. Data access within S Lilley & Son Limited is limited to personnel who are involved in our business.

'By continuing to use the services/trading with of S Lilley & Son Limited on or after 25th May 2018, by default you will be agreeing to S Lilley & Son Limited retaining your contact details on our database for the purpose of services/trading.'

If you are happy, then you do not need to take any further action. However you may request details of personal information which we currently hold on your company or yourself. (A fee may be applicable). If you wish to contact us please contact one of the following persons

Simon Lilley – [simon@s-lilley.co.uk](mailto:simon@s-lilley.co.uk) – tel +44 (0) 121 622 2385

Craig Lilley – [craig@s-lilley.co.uk](mailto:craig@s-lilley.co.uk) - tel +44 (0) 121 622 2385