

Privacy Policy

3b construction respect and value how important the privacy of your personal data is, and how this is used, sorted and shared. We do not collect and use any personal data that we do not need and only use this information for the reasons listed below, and that are consistent with your rights under the law. This Privacy Policy sets out how 3b construction uses and protects any information we may have. Should we ask you to provide certain information by which you can be identified then you can be assured that it will only be used in accordance with this privacy statement. This policy is effective from 23rd May 2018.

We may collect the following information:

- Name and job title
- Business contact and information (including email address)
- Telephone number

What we do with this information:

- We require this information to offer your business services
- Use for internal record keeping and invoicing purposes
- We may use the information to improve our products and services
- We may send promotional emails about new products/services, special offers or other information which we think you may find interesting
- We allow you to set your opt in/out preferences in these communications

Security:

We ensure that your information is completely secure and to prevent unauthorised access or disclosure, we have physical, electronic and managerial procedures in place to safeguard and secure any information we collect.

Controlling your personal information:

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting other sites as these sites are not governed by this privacy statement.

You should look at the privacy statement applicable to each website you visit. You may choose to restrict the collection or use of your personal information in the following ways:



- If you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by

writing to us at 3b construction, Cassillis Business Park, Minishant, Ayr, KA19 8DN or by emailing us on info@3bconstruction.co.uk. We will not sell, distribute or lease your personal information to third parties unless we are required to do so by law.

You may request details of personal information which we hold about you under the GDPR Act 2018. If you would like a copy of the information held on you please contact us. If you believe that any information we are holding on you is incorrect or incomplete, we will promptly correct this on receipt of instruction.