



PARTNERS TO CONSTRUCTION & ENERGY SECTORS

General Data Protection Privacy Notice

Customers & Suppliers

May 2018

Metaltech uk Ltd Privacy Notice

This privacy notice explains how we use any personal information we collect about you when you enquire and/or contract our services, either as a customer or as a supplier.

What information do we collect about you?

We collect personal information about you when you contact us with an enquiry, place an order for services or when we purchase materials or services from suppliers. Personal information from website usage information is not collected or processed. Categories of personal information may include:

- Name and Contact details
- Address
- Contractual details including the goods and services provided.

How will we use the information about you?

We collect information about you to process your enquiry, order, or manage your account and, if you agree, to contact you about other services we think may be of interest to you.

Metaltech uk Ltd will not share your information with any other companies other than in relation to the processing of your contract.

How long we will keep your personal information?

Metaltech uk Ltd business has been built on maintaining close relationships with its customers over a period of many years and as such we maintain records for each of them, this allows us to provide a high quality and personal service.

Access to your information and correction

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please either contact the main office or use the contact form on our website. We may make a small charge for this service. We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove any information you think is inaccurate.

Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates on this web page. This privacy policy was last updated in May 2018.

How to contact us

Please contact us at info@mt-uk.com if you have any questions about our privacy policy or information we hold about you, or by using the contact form on our website – www.mt-uk.com.