

Privacy Policy

Formby Commercial Ltd are committed to keeping your information private. This document describes our Privacy Policy.

What Information Do We Collect About You?

In order to provide you with products and services we need to collect, use, and store personal information about you. We collect this information when we speak to you on the telephone, face to face, from an online enquiry made via our website and from documents that you provide to us.

Where you provide personal information relating to your company, you confirm that you have the consent of the Directors or are otherwise entitled to provide this information to us and for us to use it.

We do not collect any personal identifying information without your knowledge when you visit our website.

How Do We Use Your Information?

We will use your information to provide our services and meet our obligations to any relevant regulatory authority, and to develop and improve our services to you and other customers and protect our interests.

We will retain information about you for as long as is permitted for legal, regulatory, fraud and other financial crime prevention and legitimate business purposes.

We will keep information about you confidential unless you have consented to its transfer to any other third party, we have a duty to disclose it or law or regulation allows us to do so for legitimate business purposes.

Security of information

We assume responsibility for keeping an accurate record of personal data once you have submitted the information but not for confirming the on-going accuracy of your personal information. If you advise us that your personal data is no longer accurate, it will be amended, where practical.

Accuracy of information

All personnel of Formby Commercial Ltd are required to keep personal information confidential and only authorised persons have access to such information. Generally accepted standards of technology and operational security measures have been implemented to protect personal information from either loss, misuse, alteration or destruction.

Access to Your Personal Information

You have the right to request a copy of the personal information we hold about you. To do so, please email or write to us using the contact details below. Any subject access requests (SARs) must be sent to our Data Protection Officer.

You may make a SAR at any time to find out more about the personal data which we hold about you. We are required to respond to SARs within one month of receipt, except for complex or numerous requests. In such circumstances, we will inform the data subject of the extended response period.

We reserve the right to charge reasonable fees for certain SARs, for example, for requests which are excessive, unfounded or repetitive.

You also have additional rights in respect of your personal data, which are covered by the Information Commissioner's Office, details can be found on their website; <https://ico.org.uk> or contact them:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

How to contact us

Data Protection Office: Jonathan Beckett, admin@spacesolutionsmaghull.co.uk

Formby Commercial Ltd
Space Solutions Business Centre
39 Sefton Lane Industrial Estate
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Liverpool
L31 8BX