

General Data protection Regulations 2016 (GDPR)

Chapman's Audi Specialist's of 119, Stonesby Avenue, Leicester, LE2 6TY is the Data Controller.

Andrew Chapman is the Data Protection Officer and can be contacted on Tel No; 0116 244 0404 or by e-mail; chapmans.service @btconnect.com

Purposes and legal basis for processing.

Customers details will be processed on the lawful basis of 'Contract'.

The legitimate interest being pursued is 'Direct marketing'.

Examples;

Customer details on invoices will be processed on the lawful basis of 'Contract'.

M.O.T reminders will be processed on the lawful basis of 'Legitimate interests'. The legitimate interest is direct marketing which is lawful under GDPR Recital 47. Customers can opt out of receiving such reminders by contacting our Data Protection Officer.

Third party recipients of your data.

In the course of business, we may pass your details on to third parties. We have written contracts in place with these named parties to ensure they are looking after your data to GDPR standards

Example;

Your details may be collected on our website and processed by our website provider who complies with GDPR.

Retention periods.

Unless otherwise advised, your personal data will be kept for a period of 7 years in order to comply with HMRC requirements.

Your rights in regard to your personal data.

As a data subject you have a number of rights in regard to your personal data and these include the right to request from Chapman's Audi Specialist's access to and rectification or erasure of personal data or restriction of processing concerning your data or to object to processing as well as the right of data portability. More information on these rights can be found on the website of Information Commissioner's Office at www.ico.org.uk.

Consent.

Where we have processed personal data on the lawful basis of consent, you have the right to withdraw this consent at any time, without affecting the lawfulness of processing based on consent before it's withdrawal.

Right to complain.

You have the right to complain to the Information Commissioners Office at www.ico.org.uk about any breach in regard to your data.

Provision of data.

In most cases, the provision of your personal data is necessary to enter into a contract with us.

Changes to this policy.

We reserve the right to amend or update this policy at any time. The latest version will be available on our website at www.chapmansaudispecialist.co.uk and in our reception area.