

## Privacy Policy

This privacy policy will explain how GCA Composites uses the personal data we collect from you when you use our website.

Topics:

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### What data do we collect?

GCA Composites collects the following data:

- Personal identification information (Name, email address, company name, etc.)

### How do we collect your data?

You directly provide GCA Composites with most of the data we collect. We collect data and process data when you:

- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.

### How will we use your data?

GCA Composites collects your data so that we can process your order and manage your account.

When GCA Composites processes your order, it may send your data to, and also use the resulting information from, credit reference agencies to prevent fraudulent purchases.

### How do we store your data?

GCA Composites securely stores your data at Gaymers Way, North Walsham, Norfolk, NR28 0AN.

## **Marketing**

GCA Composites would like to send you information about products and services of ours that we think you might like.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop GCA Composites from contacting you for marketing purposes.

If you no longer wish to be contacted for marketing purposes, please contact GCA Composites via [enquiries@gcacomposites.co.uk](mailto:enquiries@gcacomposites.co.uk).

## **What are your data protection rights?**

GCA Composites would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request GCA Composites for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** – You have the right to request that GCA Composites correct any information you believe is inaccurate. You also have the right to request GCA Composites to complete the information you believe is incomplete.

**The right to erasure** – You have the right to request that GCA Composites erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that GCA Composites restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to GCA Composites' processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that GCA Composites transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at

Our email: [enquiries@gcacomposites.co.uk](mailto:enquiries@gcacomposites.co.uk)

Call us at: 01692 400791

Or write to us: GCA Composites Ltd, Gaymers Way, North Walsham, Norfolk, NR28 0AN

## **Cookies**

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our websites, we may collect information from you automatically through cookies or similar technology

For further information, visit [allaboutcookies.org](http://allaboutcookies.org).

## **How do we use cookies?**

GCA Composites uses cookies in a range of ways to improve your experience on our website, including understanding how you use our website.

## **What types of cookies do we use?**

There are a number of different types of cookies, however, our website uses:

- **Functionality** – GCA Composites uses these cookies so that we recognise you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.
- **Advertising** – GCA Composites uses these cookies to collect information about your visit to our website, the content you viewed, the links you followed and information about your browser, device, and your IP address. GCA Composites sometimes shares some limited aspects of this data with third parties for advertising purposes. We may also share online data collected through cookies with our advertising partners. This means that when you visit another website, you may be shown advertising based on your browsing patterns on our website.

## **How to manage cookies**

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

## **Privacy policies of other websites**

The GCA Composites website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

## **Changes to our privacy policy**

GCA Composites keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 19<sup>th</sup> November 2020.

## **How to contact us**

If you have any questions about GCA Composites' privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.



Our email: [enquiries@gcacomposites.co.uk](mailto:enquiries@gcacomposites.co.uk)

Call us at: 01692 400791

Or write to us: GCA Composites Ltd, Gaymers Way, North Walsham, Norfolk,  
NR28 0AN

**How to contact the appropriate authority**

Should you wish to report a complaint or if you feel that GCA Composites has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.

Tel: 0303 123 1113