



## Customer Personal Data and how we use it.

To provide our clients with continued excellent service it is necessary in the course of our dealings to collect and process data which may contain personal information. This is carried out in accordance with the General Data Protection Regulations Act (GDPR).

Below outlines what information we will collect and how we will use it.

- Name
- Your role/job title
- Address
- Telephone number
- Email address
- Credit card information (not electronically kept, only card payment receipts are kept for a max of 2 years. Locked location.)

Personal Data we may receive from other sources:

- Credit information from credit reference agencies
- Information that you make publicly available

The information collected will be used to:

- Process orders
- Process applications for credit agreements
- Maintain records
- Provide pre and after sales service
- Comply with legal requirements
- Keep you updated with our products and services.

We may from time to time pass your information on to another organisation for the purpose of supplying / delivering products or services which have been ordered / requested. We will never sell your information to third parties.

You have a number of rights in respect of the data we hold, for further information please do not hesitate to contact us.

Regards  
Wyeth Digital Team