



DATA PROTECTION POLICY

Our contact details

Name: VS Fisheries

Address: Moor Farm, Horsham Road, Petworth

E-mail: info@vsfisheries.co.uk

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details) as well as website user statistics via our website.
- Customer contact details for those who express an interest in using our services, including but not limited to name, address, email, phone number etc.
- Water details, EA Registration and permit details as provided by our customers. Whilst this is not classified as personal information under the GDPR, we choose to be transparent about the information that we gather and store and of course are happy to discuss this at any time.

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you because you (or someone on your behalf) requested further details of the services we provide or chose to use our services.

We use the information that you have given us in order to let you know about our services.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- (a) **Your consent. You are able to remove your consent at any time. You can do this by contacting info@vsfisheries.co.uk**
- (b) **We have a contractual obligation.**
- (c) **We have a legal obligation.**
- (d) **We have a vital interest.**
- (e) **We need it to perform a public task.**
- (f) **We have a legitimate interest.**

How we store your personal information

Your information is securely stored on our servers. We keep your contact details for a period of three years. We will then dispose your information by removing your details from our system permanently.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

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Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at info@vsfisheries.co.uk if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at info@vsfisheries.co.uk

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow Cheshire, SK9 5AF **Helpline number:** 0303 123 1113 **Website** <https://www.ico.org.uk>