## **Privacy Policy**

We, known as S and C M Linsdell T/as Flitwick Motorcycles are committed to protecting and respecting your privacy.

This policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us in respect of the Flitwick motorcycles database. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

For the purpose of the general data protection regulation 2018 (the Act), the data controller is Flitwick Motorcycles, Station Road, Flitwick, Bedford, Beds, MK45 1JR. Our nominated officer for the purpose of Data control is Carole Linsdell.

### Information we may collect from you

As part of the Flitwick Motorcycles database, we may collect and process the following data about you:

If you contact us, we may keep a record of that correspondence for future reference or query.

We will keep details of transactions you carry out through our website and in-house, including details of items purchased and services used, and details of the fulfilment of your requests.

If you opt in to receive information on events and special offers by filling in a "contact us" form, we will keep your e-mail address and telephone numbers for future use. You can ask that you be removed from this list at any time by emailing us at <a href="mailto:flitwick@flitwickmotorcycles.co.uk">flitwick@flitwickmotorcycles.co.uk</a>

# Use of data retained in the above circumstances

We will only use the data retained in the following way:

In connection with purchases and services provided- to create a history for future reference if requested by yourselves or to resolve a query in that regard.

To show the warranty eligibility in respect of any faulty goods or services provided.

To provide sale date to meet warranty or recall obligations of suppliers of goods sold, including Motorcycles, and your basic details will be provided to such suppliers in order for them to meet those obligations.

To provide details to the DVLA to enable correct registration of newly purchased vehicles, or purchase of used machines in order to correct Vehicle keeper records.

To prepare quotations for work required at your request or the request of your insurers for repair or servicing to your motorcycle.

To propose, fund and manage finance requests to FCA approved and regulated Finance houses at your request.

In connection with opt ins from our contact us forms:

Occasional legitimate news of interest may be sent to you. You have the right to ask for removal from this list at anytime by emailing us with details to <a href="mailto:flitwick@flitwickmotorcycles.co.uk">flitwick@flitwickmotorcycles.co.uk</a>

### **IP addresses**

We do not collect information about your computer, including your IP address, operating system and browser type.

#### **Cookies**

Our website does not use cookies.