

## *Privacy Policy*

Gooch Group Ltd is committed to maintaining your privacy.

By accessing Gooch Group Ltd's website you are indicating that you have read, acknowledged and agree to us processing your information as set out within this policy.

### *Information we may collect:*

- Name
- Position within the company (if required)
- Telephone number
- Address - private or business (whichever is relevant)
- Email address
- Payment details

### *What we use your information for:*

- To respond to your enquiries
- To update and maintain your records
- To notify you of any changes, offers or promotions
- To take payment for an invoice, but only when asked to

All of your information is kept in a secure office.

### *Who do we share your information with:*

We do not pass any information to any other company or third party.

We may pass your information to our other companies; Cleaning Products UK and Gooch Pest Control.

### *Email addresses*

We respect the privacy of your email addresses.

Your details will not be passed to any organisation outside of our group of companies which includes Gooch Group Ltd, Gooch Pest Control and Cleaning Products UK unless stated otherwise.

### *You information*

If you would like access to all information that we hold about you on our systems, you can obtain it by writing to Gooch Group Ltd.

### *Contact Us*

If you have any further questions regarding Gooch Group Ltd's privacy policy please contact us by email.