



Privacy Policy

Orchard Melamine Products is a supplier of melamine and recycled glass products with a registered address of 3 Castlegate, Grantham, Lincolnshire. NG31 6SF. We are fully committed to protecting your personal information and complying with the EU General Data Protection Regulation (GDPR) 2018.

This privacy policy explains the types of information we collect from you, and how and why we process your personal data.

What information do we collect from you?

We collect information about you when you make an enquiry or place an order for our products. We also may collect information through contact made at exhibitions or through your membership of a trade buying group. The information collected will include your business contact details and job title.

How do we use the information about you?

We collect this information about you for purposes of contractual performance and legitimate interests, ie. to respond to enquiries about our products, process orders placed with us and to manage your account with us. If you are an existing customer, we may also send you information about similar products/services we think may be of interest to you, however you have the right to opt out of such communications at any time.

We only share your information with third parties if it is necessary for us to do so in order for us to provide the service you require from us, however they can only use your data to fulfil those services. We require any such third party to be fully GDPR compliant.

Orchard Melamine do not share or sell your information to third parties for marketing purposes or permit third parties to sell on any data we have shared with them. Your data is not ever transferred outside of the EU.

How long is the data kept?

We will keep your personal data only as long as is necessary for the purpose(s) for which it was collected. Data will be securely destroyed when no longer required. You may ask us to delete your information at any time.

Keeping the data secure

Orchard Melamine have taken appropriate technical and organisational measures to protect the information systems on which your personal information is stored in order to protect your personal information from loss, misuse and unauthorised access.

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Your Rights

Under the General Data Protection Regulation (GDPR) you have a number of rights with regard to your personal data. You have the right to request a copy of the information that we hold about you and to correct and update your information. You may withdraw your consent where we rely on it to process your data and you may also request us to erase your personal information.

If you have any specific data protection concerns or a complaint, or wish to exercise the above rights, please contact us using the details below:

Post: Orchard Melamine, 3, Castlegate, Grantham, Lincolnshire. NG31 6SF

Email: coasters@orchard-melamine.co.uk

Phone: 01780 765757

If you are unhappy, you have the right to lodge a complaint with the Information Commissioner's Office, <https://ico.org.uk>

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