

# Privacy Notice

**Westacres Ltd** (Registration No. 09415035)



We want to share with you how we treat personal data about you that we receive, including personal details such as your name, e-mail address, home address, work address and other information provided by you.

We collect information about you only if you voluntarily submit the information to us for purposes such as: -

- (i) enquiring about developments or specific properties;
- (ii) attending any promotional events;
- (iii) purchasing properties.

This privacy notice also details how we share your information and your rights relating to our use of your information.

## 2. Scope

This Privacy Notice sets out how we process your personal data.

This Privacy Notice applies to the information you provide via:

- (i) The Westacres website (<http://www.westacres.co.uk>)
- (ii) Property reservations forms.

This Privacy Notice is produced in line with the General Data Protection Regulations (GDPR) 2018. Westacres is responsible for ensuring that

- (i) you are provided with accurate information on the collection and processing of your personal data;
- (ii) your personal data is not processed unlawfully;
- (iii) your personal data is securely stored and protected;
- (iv) you may access your personal data.

## 3. About this Privacy Notice

This Privacy Notice sets out:

- What personal data we collect about you.
- How we obtain your personal data.
- How we use your personal data.
- How we protect your personal data.
- Who we share your personal data with.
- Where your personal data is stored.
- How you can access your personal data.
- Opting out of communication.
- Status of this Privacy Notice and updates.
- Privacy Questions.

## 4. What personal data we collect about you

- Your first name and last name;
- Your email;

# Privacy Notice

**Westacres Ltd** (Registration No. 09415035)



- Your address;
- Your country of residence;
- Your phone numbers.

Westacres will not intentionally collect or maintain, and do not want you to provide, any information classified as special data which may include ethnic origin, political opinions religious or philosophical beliefs, trade union membership, genetic data, data concerning your health, data concerning your sex life and sexual orientation and biometric data.

## 5. How we obtain your personal data

Your information is collected from enquiry forms that are completed by you on our website and from information that you provide to us on hard copy enquiry and reservation forms.

## 6. How we use your personal data, including sensitive data

We use the data provided by you to:

- maintain and develop our relationship with you;
- communicate with you regarding any events or Westacres related initiatives;
- progress and update you on the developments/ property in which you have expressed an interest;
- obtain your preferences on the products to be used in the build of properties.

We may transfer your data to third-party affiliates or companies we contract with to conduct our business. This transfer will be undertaken in the pursuit of ensuring that the properties we build are in line with your requirements and expectations.

## 7. How we protect your personal data, including sensitive data

Westacres has appropriate security and privacy controls to protect your data and to comply with applicable data protection law. Westacres ensures that our IT infrastructure and systems used to store your information comply with high-standard, business grade specifications.

Despite the security measures employed by Westacres, you should be aware that it is impossible to guarantee absolute security with on information sent through the Internet.

## 8. Who we share or disclose your personal data with

Your personal data will only be shared with third parties in accordance with this Privacy Notice and to the extent permitted by applicable law.

Westacres may share your personal data and information with third party organisation who undertake activities associated with the construction and maintenance of properties that you have purchased from Westacres. These companies are contractually bound to use your personal data that we share with them with the sole purpose of performing the services we have engaged them to provide.

These companies may include but are not limited to:

- Legal entities for the purpose of purchasing property.

# Privacy Notice

**Westacres Ltd** (Registration No. 09415035)



- (ii) Sister companies in the interest of building properties and clarifying preferences.
- (iii) Subcontract companies for the purpose of undertaking construction work and maintenance works at properties.

We make the disclosures of your information described above to ensure the provision of excellence customer service and ensuring high quality standards throughout the build process.

All third-party organisations will be governed by strict adherence to the Westacres Data Protection Policy and a set of standard terms and conditions written to comply with GDPR.

## 9. Where your personal data is hosted

Data collected through the Website is stored on a database located within the EU/UK by a third-party service provider who manages our website.

All hard copy records are retained at Westacres business premises where a high standard to security is ensured including key coded lockable offices and secure lockable cupboards.

On occasions, we scan your records into electronic format. These records are stored on secure local servers stored at Westacres head office. All Westacres servers have robust security arrangements in place controlling access internally and prohibiting access from external third parties.

## 10. How long we hold your personal data for

Westacres will retain personal data for no longer than is necessary. What is necessary will depend on the circumstances of each case, taking into account the reasons that the personal data was obtained, but should be determined in a manner consistent with our data retention guidelines

## 11. Transfer of data outside EU

Westacres will not transfer your information to any data centres that reside outside of the EU.

## 12. How you can access your personal data

Under data protection laws, you have a right to:

- (i) request a copy of your information;
- (ii) ask us to make any changes to ensure that it is accurate and up to date;
- (iii) ask that we delete your information if we do not have a good cause to retain it;
- (iv) object to the way in which we use your information.

If you wish to exercise any of these rights, or if you have any questions about our use of your information, please email us at [info@Westacres.org.uk](mailto:info@Westacres.org.uk) or write to Data Protection Officer, Westacres Ltd, Unit 3 Llys Aur, Llanelli Gate, Llanelli SA14 8LQ.

You also have a right to complain to the Information Commissioner's Office or other appropriate regulatory authority in relation to your information held by us, and how we use it (contact details can be found here [www.ico.org.uk/](http://www.ico.org.uk/)).

# Privacy Notice

Westacres Ltd (Registration No. 09415035)



## 13. Opting out of communication

You may withdraw your consent to our use of your personal information for future marketing mailings or other non-essential purposes, at any time by e-mailing us at [info@westacres.co.uk](mailto:info@westacres.co.uk).

## 14. Personal information from children

We do not knowingly collect personal information from children. The content of the Website is not intended for, or directed to, children. If you are under 13 years of age or otherwise considered a minor under the laws of your country of residence, then please do not use or access the Website at any time or in any manner. If a parent or legal guardian becomes aware that his or her child has provided us with personal information without their consent, please contact us. If we become aware that a user is a minor and has provided us with personally identifiable information without verifiable parental consent, we will delete such information from our databases.

## 15. Status of Privacy Notice and Updates

This Privacy Notice is non-contractual. We reserve the right to amend it from time to time. Amendments will be posted to the Website and, where appropriate, through e-mail notification.

Unless otherwise specified all such changes will take effect immediately upon posting to the website.

For the avoidance of doubt, no change to the Privacy Notice will change the content of your consent that you may have granted.

## 16. Privacy Questions

If you have any questions or concerns about this Privacy Notice or data processing or if you would like to make a complaint about a possible breach of local privacy laws, please contact: [info@Westacres.org.uk](mailto:info@Westacres.org.uk) or

write to  
Data Protection Officer,  
Westacres Ltd,  
Unit 3 Llys Aur,  
Llanelli Gate,  
Llanelli  
SA14 8LQ.