

Privacy Policy

Our contact details

Name: Girl Friday Zim

Address: 60 Liddymore Road, Watchet, TA23 0DQ

Phone Number: 07511354051

E-mail: hello@gfzim.co.uk

Website: www.girlfridayzim@gmail.com

The type of personal information we collect

We currently collect and process the following information:

- Your name, contact details and reason for interest.

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 for one of the following reasons:

- To get in touch with us via our website or directly via email, phone or post.

We use the information that you have given us to keep in contact with you and build a database of people who are interested in our services.

We will only share this information with other individuals or organisations if we have your consent or if we are required to for legal purposes.

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

Your consent. You can remove your consent at any time by contacting hello@gfzim.co.uk

How we store your personal information

Your information is securely stored in our database for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements.

When deciding what the correct time is to keep the data for we look at its amount, nature and sensitivity, potential risk of harm from unauthorised use or disclosure, the

processing purposes, if these can be achieved by other means and legal requirements.

For tax purposes the law requires us to keep basic information about our customers (including Contact, Identity, Financial and Transaction Data) for six years after they stop being customers.

In some circumstances we may anonymise your personal data for research or statistical purposes in which case we may use this information indefinitely without further notice to you.

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.

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.

We may ask for additional proof of identity to ensure that we are sharing your information with the correct person or organisation.

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 (this may take longer if your request is complex).

Please contact us at by email hello@gfzim.co.uk or by post 60 Liddymore Road, Watchet, TA23 0DQ 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 hello@gfzim.co.uk or 07511354051

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

ICO website: <https://www.ico.org.uk>

Third-party Links

This website may include links to third-party websites, plug-ins and applications. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. We do not control these third-party websites and are not responsible for their privacy statements. When you leave our website, we encourage you to read the privacy notice of every website you visit.

Cookies

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