

# Adam,Rouilly

Adam,Rouilly Limited  
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## PRIVACY POLICY - APRIL 2004

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Adam,Rouilly Ltd is committed to protecting your privacy. This Privacy Policy explains our data processing practices and your options regarding the ways in which your personal data is used. If you have any requests concerning your personal information or any queries with regard to our processing please contact us at [info@adam-rouilly.co.uk](mailto:info@adam-rouilly.co.uk)

### **Collection and Use of Personal Information About Customers**

- Details provided by you will be used solely by Adam,Rouilly Limited to provide and improve our service
- We will also use your contact details to communicate with you. We may use your information to send you news about Adam,Rouilly products which we consider may be of interest to you
- We may contact you by post, email, telephone or fax for these purposes
- It may also be necessary for us to communicate with you for administrative reasons

### **Disclosures of your information**

- Information about our customers is an important part of our business but your personal data will not be passed to anyone else, except for any successors in title to our business and suppliers that process data on our behalf

### **Other web sites**

- Our web site may contain links to other web sites which are outside our control and are not covered by this Privacy Policy
- If you access other sites using the links provided, the operators of these sites may collect information from you which will be used by them in accordance with their privacy policy, which may differ from ours

### **Your access rights**

- You have a right to access the personal data which is held about you
- To obtain a copy of the personal information Adam,Rouilly Limited holds about you, please write to us at the following address: Company Secretary, Adam,Rouilly Limited, Caste Road, Eurolink Business Park, Sittingbourne, Kent, ME10 3AG. When writing please give your full postal address and enclose a cheque for £10 made payable to Adam,Rouilly Limited