**Privacy Policy**

Last updated: September 22, 2020

At AZTEC Electrical Supplies, accessible from **https://www.aztecelectricalsupplies.co.uk/**, one of our main priorities is the privacy of our visitors. This Privacy Policy document contains types of information that is collected and recorded by AZTEC Electrical Supplies and how we use it.

If you have additional questions or require more information about our Privacy Policy, do not hesitate to contact us.

**General Data Protection Regulation (GDPR)**

We are a Data Controller of your information.

AZTEC Electrical Supplies legal basis for collecting and using the personal information described in this Privacy Policy depends on the Personal Information we collect and the specific context in which we collect the information:

* AZTEC Electrical Supplies needs to perform a contract with you
* You have given AZTEC Electrical Supplies permission to do so
* Processing your personal information is in AZTEC Electrical Supplies legitimate interests
* AZTEC Electrical Supplies needs to comply with the law

AZTEC Electrical Supplies will collect personal information about you when you register with us online, contact us or place an order with us.

The personal information collected will include:

* Your name, title, and date of birth
* Your billing address, delivery address(s), email address and telephone number
* Your order history including payments to and from us, along with details of products and services purchased
* Your username and password

We may also collect personal information about you from sources such as a credit reference agency to enable us to apply a credit limit to your account or during an annual review.

Most of the personal information we use is provided to us by you and we will use it for one or more of the following reasons:

* To identify you and any accounts you hold with us
* To process your order and obtain payment
* To detect and prevent fraud
* To notify you of any changes to our website or products & services that may affect you

Please note that we do not collect or hold payment information, such as credit/debit card details.

Please note that we may process your personal data without your knowledge or consent, where this is required or permitted by law.

AZTEC Electrical Supplies will retain your personal information only for as long as is necessary for the purposes set out in this Privacy Policy. We will retain and use your information to the extent necessary to comply with our legal obligations, resolve disputes, and enforce our policies.

You have certain data protection rights. If you wish to be informed what Personal Information, we hold about you and if you want it to be removed from our systems, please contact us.

In certain circumstances, you have the following data protection rights:

* The right to access, update or to delete the information we have on you.
* The right of rectification.
* The right to object.
* The right of restriction.
* The right to data portability
* The right to withdraw consent

**Log Files**

AZTEC Electrical Supplies follows a standard procedure of using log files. These files log visitors when they visit websites. All hosting companies do this and a part of hosting services' analytics. The information collected by log files include internet protocol (IP) addresses, browser type, Internet Service Provider (ISP), date and time stamp, referring/exit pages, and possibly the number of clicks. These are not linked to any information that is personally identifiable. The purpose of the information is for analysing trends, administering the site, tracking users' movement on the website, and gathering demographic information.

**Cookies and Web Beacons**

Like any other website, AZTEC Electrical Supplies uses 'cookies'. These cookies are used to store information including visitors' preferences, and the pages on the website that the visitor accessed or visited. The information is used to optimize the users' experience by customizing our web page content based on visitors' browser type and/or other information.

**Children's Information**

Another part of our priority is adding protection for children while using the internet. We encourage parents and guardians to observe, participate in, and/or monitor and guide their online activity.

AZTEC Electrical Supplies does not knowingly collect any Personal Identifiable Information from children under the age of 13. If you think that your child provided this kind of information on our website, we strongly encourage you to contact us immediately and we will do our best efforts to promptly remove such information from our records.

**Online Privacy Policy Only**

Our Privacy Policy applies only to our online activities and is valid for visitors to our website with regards to the information that they shared and/or collect in AZTEC Electrical Supplies. This policy is not applicable to any information collected offline or via channels other than this website.

**Consent**

By using our website, you hereby consent to our Privacy Policy and agree to its terms.