

Thomas Cleaning Privacy Notice

Thomas Cleaning Ltd are processing your personal data to provide cleaning services which are provided to staff and to market Thomas Cleaning Ltd cleaning services. The legal basis for processing your personal data is legitimate interests.

Your personal data is passed to our cleaning operatives in order for them to carry out their contract with Thomas Cleaning Ltd and clean your property.

Your personal data is passed to Infusionsoft who manage our CRM system.

We market Thomas Cleaning Ltd services to you by e-mail on the basis of consent and by mail and telephone on the basis of legitimate interest.

The personal data we hold is:

Name, Address, telephone number, e-mail address and in some instances, key safe codes and alarm codes.

We will retain this data about you for as long as it is believed to be accurate and up to date and for the minimum period of providing cleaning services to you.

We are keen to ensure you are happy with these choices and that the data we hold about you are accurate. If you are happy with these preferences, you do not need to do anything. If you wish to change any of these, please contact us.

You are free to change your preferences at any time, please contact Thomas Cleaning, either by email to enquiries@thomascleaning.co.uk, by telephone on 01608 646116, or by post at Thomas Cleaning Limited, Unit 19a, Cromwell Park, Banbury Road, Chipping Norton, Oxfordshire, OX7 5SR.

Thomas Cleaning Limited is the data controller for this data. Thomas Cleaning Limited is a company registered in England and Wales, Reg. No. 04647643 Thomas Cleaning Limited is registered with the Information Commissioner's Office.

Thomas Cleaning Limited Registered Office is: Unit 19a, Cromwell Park, Banbury Road, Chipping Norton, Oxfordshire, OX7 5SR.

You can contact Thomas Cleaning Ltd by telephone on 01608 646116, or by email on enquiries@thomascleaning.co.uk. The Thomas Cleaning Ltd website is www.thomascleaning.org

The data protection officer is contactable by email at harry@thomascleaning.co.uk or by post or telephone at the details shown above.

You have the right to rectify inaccuracies in the data, to request restriction of processing through suppression from supplied data, to object to processing, to request an electronic copy of the data we hold about you (which we will supply in electronic form) to enable portability and to request erasure.

You have the right to lodge a complaint with the supervisory authority who is the Information Commissioner's Office www.ico.org.uk.