



hottech
getting IT working

GDPR Privacy Notice

Hottech Ltd is the Controller of the personal data you provide to us. We only collect basic personal data about you, which does not include any special types of information. This may however include your name, address, email, and phone number.

Why we need your data

We need to know your basic personal data in order to provide you with on-going IT support services in line with your overall contract. We will not collect any personal data from you that we do not need.

What we do with your data

All the personal data we process is processed by our staff in the UK. This information is located on servers within the European Union. No third parties have access to your personal data unless the law allows them to do so.

We have a Data Protection regime in place to oversee the effective and secure processing of your personal data.

How long we keep your data

We are required under UK tax law to keep your basic personal data (name, address, contact details) for a minimum of 6 years, after which time it will be destroyed. No information is used for marketing purposes by Hottech Ltd, nor is it shared with any third parties.

What are your rights

If at any point you believe the information we hold on you is incorrect you can request to see this information and have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact us to have the matter investigated – please email us at info@hottech.co.uk

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law, you can complain to the Information Commissioner's Office <https://ico.org.uk>