

22/09/2021

Underwoodsman Ltd - Organisation Privacy Notice

Our contact details

Name: Underwoodsman Ltd

Address: 4 Mount Pleasant Cottages, Blackham, UK TN3 9UH

Phone Number: 01892 740303

E-mail: info@underwoodsman.co.uk

What type of information we have

We currently collect and process the following information:

- Names and addresses, email addresses, phone numbers, an indication of age (16+), relevant medical conditions, food allergies and dietary requirements

How we get the information and why we have it

All of the personal information we process is provided to us directly by you for one of the following reasons:

- To process your course booking
- For promotion of other courses run by us

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

(a) Your consent. You are able to remove your consent at any time. You can do this by contacting

What we do with the information we have

We use the information that you have given us in order to process your course booking, and to contact you regarding future courses run by us.

We do not share this information.

How we store your information

Your information is securely stored in the United Kingdom.

We keep your contact details indefinitely, or until you request we delete your record. We will then dispose your information by deleting your file.

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 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 information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal data in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the information you gave us to another organisation, or to you, in certain circumstances.

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.

Please contact us at info@underwoodsman.co.uk or 01892 740303 if you wish to make a request.

How to complain

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