



**Charles Meads**

**Lockhouse Industrial Estate, Mead Lane,  
Hertford, Herts, SG13 7AX**

Tel: 01992 558464/558468 Fax: 01992 558494

E-mail: [info@vandsscaffolding.co.uk](mailto:info@vandsscaffolding.co.uk) website: [www.vandsscaffolding.co.uk](http://www.vandsscaffolding.co.uk)

# Privacy Policy

Last Updated: 5<sup>th</sup> November 2025

## 1. Introduction

Welcome to V&S Scaffold Services Ltd

We respect your privacy and are committed to protecting your personal data. This Privacy Policy explains how we collect, use, store, and safeguard your information when you visit our website, contact us, or use our scaffolding services.

---

## 2. Information We Collect

We may collect and process the following types of information:

### a. Personal Information

- Full name
- Contact details (email address, phone number, address)
- Job title or company name (if applicable)

### b. Business Information

- Project details (site address, project type, timelines, etc.)
- Billing and payment information

### c. Technical Information

- IP address
- Browser type and version
- Device type and operating system
- Website usage data (via cookies or analytics tools)

---

## 3. How We Use Your Information

We use your information for the following purposes:

- To provide scaffolding services, quotations, and site assessments
- To communicate with you regarding your project or inquiry
- To process payments and issue invoices
- To comply with legal or regulatory requirements
- To improve our services and website experience

We will never sell your personal data to third parties.

---

## 4. Legal Basis for Processing

We process personal data under one or more of the following legal bases:

- **Performance of a contract:** When providing our services to you.
  - **Legal obligation:** To comply with tax, safety, and regulatory requirements.
  - **Legitimate interests:** To manage our business operations effectively.
  - **Consent:** Where you have explicitly agreed (e.g., for marketing communications).
- 

## 5. Data Retention

We will keep your personal data only for as long as necessary to:

- Fulfil the purposes for which it was collected, and
- Comply with our legal, accounting, or reporting obligations.

Typically, project and financial records are retained for **7 years** in accordance with tax and business regulations.

---

## 6. Sharing Your Information

We may share your data with:

- Trusted subcontractors, suppliers, or partners involved in your project
- Professional advisors (accountants, legal representatives)
- Regulatory authorities where required by law

All third parties are required to respect the security of your data and process it in accordance with data protection laws.

---

## 7. Data Security

We implement appropriate technical and organizational measures to protect your information from:

- Unauthorized access or disclosure
- Accidental loss or damage

Examples include secure storage systems, password protection, and restricted access to personal data.

---

## 8. Your Data Protection Rights

You have the right to:

- Request access to the personal data we hold about you
- Request correction or deletion of inaccurate or outdated data
- Object to processing or request restriction of use
- Withdraw consent (where applicable)
- Request a copy of your data in a portable format

If you wish to exercise these rights, please contact us at [info@vandsscaffolding.co.uk](mailto:info@vandsscaffolding.co.uk)

---

## 9. Cookies and Website Tracking

Our website may use cookies or analytics tools to improve functionality and user experience. You can manage or disable cookies through your browser settings.

---

## 10. Changes to This Policy

We may update this Privacy Policy periodically. Any changes will be posted on our website with an updated “Last Updated” date.

---

## 11. Contact Us

If you have any questions or concerns about this Privacy Policy or how we handle your data, please contact:

**V&S Scaffolding Services Ltd**

**Address:** Charles Meads, Lockhouse Industrial Estate, Mead Lane, Hertford, SG13 7AX

**Email:** [info@vandsscaffolding.co.uk](mailto:info@vandsscaffolding.co.uk)

**Phone:** 01992 558 464