**Privacy Policy – Olivecleandorest**

Last updated: 11/08/2025

**1. Introduction**

At Olivecleandorset, we respect your privacy and are committed to protecting your personal data. This Privacy Policy explains how we handle your information when you use our website.

**2. Information We Collect**

When you fill in our contact form, we may collect:

* Your name
* Email address
* Phone number
* Any other information you include in your message

We may also collect basic technical information (such as your IP address) for security and analytics purposes.

**3. How We Use Your Information**

We use your information to:

* Respond to your enquiry or provide a quote
* Keep internal records of enquiries
* Improve our services and website

We do not sell your personal information to anyone.

**4. Legal Basis for Processing (UK GDPR)**

We process your personal data based on:

* Consent – when you submit your details via our contact form
* Legitimate interest – to respond to enquiries and manage our business

**5. How We Store Your Information**

Your personal data is stored securely and only for as long as necessary to deal with your enquiry or as required by law.

**6. Sharing Your Information**

We may share your data with trusted third parties who help us run our business (e.g., website hosting, email provider), but only as necessary to provide our services.

**7. Cookies and Analytics**

If we use cookies or Google Analytics, they help us understand how visitors use our site. You can disable cookies in your browser settings. See our Cookie Policy for details.

**8. Your Rights**

Under UK GDPR, you have the right to:

* Request a copy of your personal data
* Ask us to correct or delete your data
* Withdraw consent at any time

To exercise your rights, please contact us at: olivecleandorset@gmail.com

**9. Changes to This Policy**

We may update this Privacy Policy from time to time. Any changes will be posted on this page with an updated date.