

Privacy Policy | Kelly Contracts (Fife) Ltd

Kelly Contracts (Fife) Ltd is committed to protecting your privacy and personal data. This Privacy Policy explains how we collect, use, and safeguard personal information in accordance with the UK General Data Protection Regulation (UK GDPR).

1. Who we are

Kelly Contracts (Fife) Ltd

Based in Fife, Scotland

Website: www.kellycontractsltd.co.uk

We operate as a masonry contractor delivering brickwork, blockwork, stonework, repointing, and restoration services across Scotland.

2. What personal data we collect

We may collect and process the following information:

- Name
- Company name
- Email address
- Telephone number
- Any information you choose to provide via our enquiry or contact forms

3. How we collect your data

Personal data is collected when:

- You submit an enquiry through our website
- You contact us by email or telephone via details provided on our website

4. Why we collect your data

We collect personal data solely for legitimate business purposes, including:

- Responding to enquiries
- Providing quotations or information requested
- Communicating regarding potential or ongoing projects

We do not use your data for marketing without your consent.

5. Lawful basis for processing

Our lawful basis for processing personal data is **legitimate interest**, as the data is necessary to respond to enquiries and conduct normal business activities.

6. How we store and protect your data

- Personal data is stored securely
- Access is restricted to authorised personnel only
- We take reasonable steps to protect data against unauthorised access, alteration, or disclosure

7. How long we keep your data

We retain personal data only for as long as necessary to respond to enquiries or meet legal and business obligations.

8. Sharing your data

We do not sell, rent, or share your personal data with third parties unless required by law.

9. Your rights

Under UK GDPR, you have the right to:

- Request access to your personal data
- Request correction or deletion of your data
- Object to or restrict processing

Requests can be made by contacting us using the details on our website.

10. Changes to this policy

This policy may be updated from time to time. Any changes will be posted on this page.

Cookie Policy | Kelly Contracts (Fife) Ltd

This Cookie Policy explains how Kelly Contracts (Fife) Ltd uses cookies on our website.

1. What are cookies?

Cookies are small text files stored on your device when you visit a website. They help the site function correctly and improve user experience.

2. Cookies we use

Our website may use the following types of cookies:

Essential cookies

These cookies are necessary for the website to function correctly and cannot be disabled. They include basic functionality such as page navigation and security.

Analytical / performance cookies

We may use cookies to understand how visitors use our website (for example, via website analytics tools). This helps us improve site performance and usability.

3. Managing cookies

You can control or disable cookies through your browser settings. Please note that disabling essential cookies may affect website functionality.

4. Third-party cookies

Some features (such as embedded maps or analytics tools) may set cookies provided by third parties. These cookies are subject to the respective third party's privacy policies.

5. Changes to this policy

This Cookie Policy may be updated periodically. Any updates will be posted on this page.

Signed: *Sean Kelly*

Name: Sean Kelly, Director

Date: August 2025