

Ashwood Kitchens & Interiors Limited

79 High Street, Upwood, Huntingdon, Cambs, PE26 2QE

Tel: 07872 969853 | 01487 209654

www.ashwood1.co.uk

Email: ashleyking@ashwood1.co.uk

Company No. 17110395 | VAT No. 284170793

Privacy Policy

This privacy policy explains how Ashwood Kitchens & Interiors Limited ("we", "us", "our") collects, uses and protects your personal information when you engage us for kitchen, bedroom, home office or related design and installation services.

We collect the following personal information:

- Your name, address, contact number and email address

Your information is used for contractual purposes. These include:

- To provide you with our service which is detailed in your quotation
- For accounting and administration purposes

We will not be using your details for any marketing purposes.

For the above purposes we rely on the lawful basis under the UK GDPR of performance of a contract.

Your information will only be used by Ashwood Kitchens & Interiors Limited. We may need to disclose your information to a third party including HMRC or other law enforcement or government agencies. Your information is stored securely on our computer system. We will always keep your records for seven years after the date of completion of your project for accounting purposes only.

Your Rights

You have the right to access the information that we hold about you and to receive a copy. You should submit your request by email to ashleyking@ashwood1.co.uk.

You can also request us to:

- Correct any information that you believe is inaccurate or incomplete
- Erase information we hold, although you should be aware that for legal reasons we may be unable to erase certain information

If you have a query concerning the manner in which we are using your personal information, please do not hesitate to contact us. If you remain unhappy with how we have handled your data, you have the right to lodge a complaint with the Information Commissioner's Office (ICO) at www.ico.org.uk.

Data Controller

Ashwood Kitchens & Interiors Limited

Registered office: 79 High Street, Upwood, Huntingdon, Cambs, PE26 2QE

Company Number: 17110395

VAT Number: 284170793

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Telephone: 07872 969853 / 01487 209654

Last updated: June 2026