

# WARSOP CRICKET

EST · 1870

## THE SCHEDULE – About the information we collect and hold

<b>The information we collect</b>	<b>How we collect the information</b>	<b>Why we collect the information</b>	<b>How we use and may share the information</b>
<b>Your name, contact details, address, business and mobile phone numbers, email addresses, referees, bank details, Company Registration &amp; VAT registration numbers</b>	From you when you complete our new customer form, or notify us of any changes, or raise a new business enquiry  From Experian when we do a company credit check	To enter into/perform the contract  Legitimate interest: to maintain business records and good business practice	To enter into/perform the contract  To send account statements  To send payment reminders  To collect and recover money owed to us
<b>Delivery addresses, contact names, order numbers, products, invoice details</b>	From you when you place an order	To enter into/perform a contract  To comply with legal requirements  Legitimate Interest: to recover money & keep maintain business records	To enter into/perform the contract  To process & deliver your order,  To collect and recover money owed to us
<b>Payment transaction details</b>	From you when you make a payment and send a remittance advice	To enter into/perform a contract  To comply with legal requirements  Legitimate Interest: to recover money & keep maintain business records	To enter into/perform the contract  To manage your account & deal with queries

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<p><b>Account and contract related conversations</b></p>	<p>From correspondence you send us, eg emails, letters, phone calls, recorded phone calls</p>	<p>To enter into/perform a contract Legitimate Interest: to recover money &amp; keep maintain business records</p>	<p>To enter into/perform the contract To manage your account &amp; deal with queries</p>
<p><b>Your trading history, key accounts information</b></p>	<p>From Experian when we do a credit check</p>	<p>To enter into/perform a contract Legitimate Interest: to protect our business from potential bad debts</p>	<p>To enter into/perform the contract</p>
<p><b>Information about your use of our IT, communication and other systems</b></p>	<p>Automated monitoring of our websites and other technical systems, such as our computer networks and connections, CCTV and access control systems, communications systems, remote access systems email and instant messaging systems, intranet and Internet facilities, telephones, voicemail, mobile phone records, backup systems, next generation firewalls</p>	<p>Legitimate interests: to protect our networks, and personal data of employees and customers/clients, against unauthorised access or data leakage to ensure our business policies, such as those concerning security and internet use, are adhered to for operational reasons, such as maintaining records, recording transactions, training and quality control to ensure that commercially sensitive information is kept confidential for security vetting and investigating complaints and allegations of criminal offences for statistical analysis to prevent unauthorised access and modifications to our systems as part of investigations by regulatory bodies, or in connection with legal proceedings or requests</p>	<p>To protect and carry out our legitimate interests (see adjacent column) Information shared with consultants we may engage</p>

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<p><b>Details of your use of our business-related social media, such as LinkedIn, etc.</b></p>	<p>From relevant websites and applications</p>	<p>Legitimate interests:</p> <ul style="list-style-type: none"><li>to monitor and manage access to our systems and facilities</li><li>to protect our networks, and personal data of employees and customers/clients, against unauthorised access or data leakage</li><li>to ensure our business policies, such as those concerning security and internet use, are adhered to</li><li>for operational reasons, such as maintaining records, recording transactions, training and quality control</li><li>to ensure that commercially sensitive information is kept confidential</li><li>to check that restrictions on your activities that apply after your employment has ended (post-termination restrictions or restrictive covenants) are being complied with</li><li>for security vetting and investigating complaints and allegations of criminal offences</li><li>as part of investigations by regulatory bodies, or in connection with legal proceedings or requests</li></ul>	<p>To protect and carry out our legitimate interests (see adjacent column)</p> <p>Information shared with consultants we may engage</p>
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