

# Privacy Policy

By placing an order with us, you have provided us, TOTAL RESOURCES LTD , with your personal data.

We will only use your data to invoice for work done or services used.

You data will not be given to any third parties or other organisations. Your data will only be stored for 5 years unless you request otherwise.

This is just for our records.

If you would like to request any further information about how we store and record your data, request access to your data or get your data removed from our records please contact

JO AITCHISON on 0191 492 3296 or

email [admin@totalresources.co.uk](mailto:admin@totalresources.co.uk) .