



**KJS UK SERVICES LTD
PRIVACY POLICY**

Our contact details:

Name: KJS UK SERVICES LTD

Address: UNIT D BOLSOVER BUSINESS PARK S44 6BD

Phone Number: 01246708022

E-mail: info@ask4couriers.co.uk

Ask4couriers.co.uk

22/11/2023

At KJS UK Services Ltd T/A ASK4 COURIERS, we prioritize the protection and privacy of your personal information. Here's an overview of the types of personal information we collect, how we obtain it, why we have it, and how we handle it:

1. Types of Personal Information We Collect:

We currently collect and process the following information:

- 1.1. Personal identifiers, contacts, and characteristics (e.g., name and contact details)
- 1.2. Financial information (for billing and payment purposes)
- 1.3. Employment details (for staff or contractor management)
- 1.4. Identification documents (such as passport or driver's license for verification)
- 1.5. Vehicle information (for transport company purposes, e.g., license plate number, vehicle model)
- 1.6. GPS/location data (if tracking services are offered or required)
- 1.7. Communication records (logs of emails, phone calls, or other communications with the company)
- 1.8. Feedback or survey responses (if collected for customer satisfaction or market research purposes)
- 1.9. Website usage data (such as IP address, cookies, browsing behavior) if the company operates a website.

2. How We Obtain Personal Information and Why We Have It:

Most of the personal information we process is provided to us directly by you for reasons such as:

- Booking transportation services
- Making inquiries about our services
- Signing up for our newsletter or updates
- Submitting job applications

Additionally, we may receive personal information indirectly from third-party booking platforms or employment agencies for relevant purposes.

We use this information to:

- Provide requested services.
- Communicate with you regarding bookings or inquiries.
- Send newsletters or updates if subscribed
- Evaluate and process job applications.

We may share this information with transport partners or service providers as necessary.

3. Legal Basis for Processing:

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information may include consent, contractual obligation, legal obligation, vital interest, public task, or legitimate interest.

4. Storage of Personal Information:

Your information is securely stored. We retain personal information for a specified time period and dispose of it appropriately.

5. Your Data Protection Rights:

Under data protection law, you have rights including access, rectification, erasure, restriction of processing, objection to processing, and data portability. You can exercise these rights by contacting us.

How to Complain:

If you have concerns about our use of your personal information, you can make a complaint to us using the contact details provided.

For any further inquiries or clarifications regarding our privacy practices, please feel free to reach out to us at info@ask4couriers.co.uk or 01246 708022.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>