

PRIVACY POLICY

Last updated: July 01, 2025

Printstead ("we", "our", or "us") is committed to protecting your privacy. This Privacy Policy explains how we collect, use, and safeguard your information when you interact with us.

1. WHO WE ARE

Company Name: Printstead Ltd

Registered Address: Workspace 1 Suite 5 Clyde Workshops, 10 Fullarton Rd, Glasgow G32 8YL

Contact Email: info@printstead.co.uk

Phone Number: 07456091880

Website: www.printstead.co.uk

2. WHAT INFORMATION WE COLLECT

We may collect personal data such as your name, email address, phone number, and other relevant information when you:

- Contact us via our website forms
- Communicate with us via email

3. HOW WE USE YOUR INFORMATION

We use your information to:

- Respond to enquiries and provide customer support
- Deliver requested design or printing services

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- Manage our internal records and communication

4. DATA SHARING

We do not sell your data. We may share your data with trusted third parties only when necessary, such as:

- Delivery partners to fulfill orders

5. DATA RETENTION

We retain your personal data for up to 10 years unless a longer retention period is required or permitted by law.

6. COOKIES AND TRACKING

We do not use cookies or analytics tracking on our website.

7. DATA SECURITY

We take appropriate technical and organisational measures to safeguard your personal data against loss, theft, and unauthorised access.

8. YOUR RIGHTS

You have the right to:

- Access the personal data we hold about you
- Request correction or deletion of your data
- Object to our use of your data

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To exercise your rights, please contact us at info@printstead.co.uk.

9. CHANGES TO THIS POLICY

We may update this Privacy Policy from time to time. The latest version will always be available on our website.

10. CONTACT US

If you have any questions about this Privacy Policy, please contact us at:

Email: info@printstead.co.uk

Phone: 07456091880

Address: Workspace 1 Suite 5 Clyde Workshops, 10 Fullarton Rd, Glasgow G32 8YL

Thank you for trusting Printstead with your information.