



# My Spacefruit

## GDPR Terms and Conditions

My Spacefruit will only act on the customer's agreed documented instructions, unless required by law to act without such instructions.

All staff processing customer data are subject to a duty of confidence.

All staff processing customer data will take appropriate measures to ensure the security of processing.

My Spacefruit will only engage a sub-processor with the customer's prior authorisation and under a written contract.

All staff processing customer data will take appropriate measures to help the customer respond to requests from individuals to exercise their rights.

Taking into account the nature of data processing and the information available, all staff processing customer data will ensure that My Spacefruit is meeting its GDPR obligations in relation to the security of processing, the notification of personal data breaches and data protection impact assessments.

My Spacefruit must delete or return all personal data to the customer, if the customer requests, at the end of holding-period, and must also delete existing personal data unless stated in the contract or the law requires its storage.

My Spacefruit must submit to audits and inspections. My Spacefruit must also give inspectors whatever information they needs to ensure they are both meeting their Article 28 obligations.

By continuing to use our website to complete orders or use our contact form, you agree to the terms as stated below in compliance with the GDPR of UK law:

My Spacefruit may hold and store my personal and business data and details as provided by myself or members of staff of my company or authorised other persons.

My Spacefruit may hold this data, details and content for a period up to 24 months at which point it will be deleted.

My Spacefruit may contact me via contact channels as provided by myself or members of staff of my company or authorised other persons for a period of 24 months after the completion of services. This may include follow up enquiries, marketing and advertising materials and contractual updates or agreements.

My Spacefruit may pass your data, documents, content, media and details on to third party companies where necessary for the completion of the agreed contract. My Spacefruit must ensure all third parties are fully GDPR compliant with the same terms as you have agreed with My Spacefruit.

You may withdraw consent at anytime and all data, details, media and content will be destroyed or returned. This may impact My Spacefruit's ability to complete the agreed services and may result in unfinished work while still requiring full payment.

I can request to see what data that My Spacefruit holds on my company at any time and My Spacefruit must provide this data within 14 days.

Updated 1st August 2021