

## **GDPR Notice for 1 Stop Tech Shop**

1 Stop Tech Shop was a trading name of PJR Micro Ltd for the retail side of the business.

The retail side of the business was closed in 2015

### **Personal data we hold**

#### **Customer computer repairs and services**

All computer repairs and services carried out by the shop were subject to a 3 month warranty and so all warranties have long since expired. We therefore only hold financial and transactional information in relation to these repairs in an anonymised form. i.e. we hold no customer names and addresses in relation to these repairs. All repair and servicing sheets have been securely destroyed.

#### **Shop Purchases**

There are no outstanding warranties for any goods purchased from the retail shop and so we now hold only financial and transactional information in an anonymised form for HMRC and accountancy purposes

#### **Invoiced goods and services**

If we invoiced for any goods and services then these would have been invoiced from PJR Micro LTD and PJR Micro LTD may still hold these records as required by law for 7 years. These invoiced services or goods may contain personal information such as customer name, address and contact details.

#### **Credit or Debit card details**

1 Stop Tech Shop accepted payment for goods and services via Visa and Mastercard. Visa and Mastercard both require that merchant copies of credit and debit card receipts are kept for a period of 13 months from the original transaction. As this period has long since expired we have securely destroyed all merchant copies of credit and debit card receipts.

### **Subject access requests**

If you wish to make a subject access request then full details on how to make a request, and who to make the request to are available at the <https://pjrmicro.com> website.