

Privacy Policy

SilverLine Executive Travels

Last updated: December 2025

This Privacy Policy explains how SilverLine Executive Travels processes personal data in line with UK GDPR.

1. Who We Are

1.1 SilverLine Executive Travels operates from 26 Handsworth Road, Sheffield, United Kingdom.

1.2 Contact email: info@silverlineexecutivetravels.co.uk.

1.3 The Company is registered with the Information Commissioner's Office (ICO).

2. Personal Data We Collect

2.1 Booking data includes names, contact details, journey information and invoices.

2.2 Technical data includes IP addresses, browser types and device information.

2.3 Communications data includes emails, messages and calls.

3. How We Use Personal Data

3.1 To manage and fulfil bookings.

3.2 To communicate regarding journeys and amendments.

3.3 To process payments and issue invoices.

3.4 To manage cancellations, complaints and lost property.

3.5 To comply with legal, regulatory and insurance obligations.

4. Legal Basis for Processing

4.1 Performance of a contract.

4.2 Compliance with legal obligations.

4.3 Legitimate business interests.

4.4 Consent where required.

5. Sharing Personal Data

5.1 Data may be shared with service providers and professional advisers.

5.2 Data may be shared with authorities where required by law.

5.3 Personal data is never sold.

6. Data Retention

6.1 Data is retained only for as long as necessary.

6.2 Data is securely deleted or anonymised once no longer required.

7. International Transfers

7.1 Appropriate safeguards are applied to international data transfers.

8. Data Security

8.1 Appropriate technical and organisational measures protect personal data.

8.2 Absolute security cannot be guaranteed.

9. Your Rights

9.1 Right of access.

9.2 Right to rectification.

9.3 Right to erasure.

9.4 Right to restrict or object.

9.5 Right to lodge a complaint with the ICO.

10. Cookies

10.1 Cookies are used to enhance website functionality.

10.2 Cookies can be managed via browser settings.

11. Third-Party Links

11.1 The Company is not responsible for third-party websites.

12. Changes to This Policy

12.1 This Privacy Policy may be updated periodically.

13. Contact Us

13.1 Email: info@silverlineexecutivetravels.co.uk.

13.2 Website: www.silverlineexecutivetravels.co.uk.