

PLUMBPRICER

Data Processing Schedule

Schedule to the Terms & Conditions | Version 9 October 2026

Effective date: 9 October 2026. This schedule forms part of the PlumbPricer Terms & Conditions where a contractor provides personal data about its customer for estimating services. It is intended to meet Article 28 UK GDPR requirements.

1. Parties and instructions

The contractor is controller and PlumbPricer (Samuel Mayo trading as PlumbPricer) is processor for the processing described below. The contractor instructs PlumbPricer to process personal data only to provide the agreed estimating service, deliver documents, make instructed revisions, protect the service and comply with documented lawful instructions. PlumbPricer will inform the contractor if an instruction appears to infringe applicable data-protection law, unless law prevents this.

2. Processing details

Item	Description
Subject matter and duration	Remote estimating and quotation preparation, from receipt through service completion and the retention period below.
Nature and purpose	Receiving, recording, organising, storing, reviewing, calculating, preparing, amending and delivering agreed estimating documents.
Data subjects	Contractor customers, occupiers, contacts and other people identified in project materials.
Personal data	Names, addresses/postcodes, contact details, drawings, photos, specifications, correspondence, job scope and other project information supplied by the contractor.
Controller rights	The contractor determines purposes and means, gives documented instructions, chooses return or deletion at the end of processing, and exercises audit and objection rights under this schedule.

3. Confidentiality, security, assistance and breaches

PlumbPricer ensures persons authorised to process personal data are bound by confidentiality. It implements appropriate technical and organisational measures required by Article 32 UK GDPR, taking account of the risk, including measures designed to protect against unauthorised access, loss, disclosure and alteration. PlumbPricer will reasonably assist the contractor with data-subject requests, security obligations, data-protection impact assessments and regulator consultation, taking account of the nature of processing and information available. It will notify the contractor without undue delay after becoming aware of a personal data breach affecting processor-held data.

4. Retention, return and deletion

Project working files and associated personal information are normally deleted 30 days after final delivery. At the contractor's documented choice, PlumbPricer will return or securely delete processor-held personal data at the end of processing, including earlier where technically feasible. It may retain relevant data longer only for an ongoing revision, complaint, dispute, security investigation, documented contractor instruction or legal obligation; copies retained by law are protected and deleted when that obligation ends. Accounting and transaction records are separate PlumbPricer controller records and are not retained as processor-held project data.

5. Authorised subprocessors

The contractor gives general written authorisation for PlumbPricer to use only providers actually used to process its customer data for the agreed service. The current provider list is available on request before project information is submitted and includes, where used: Google Workspace (email, Drive and Sheets); Fillout/Zite/Restly (job forms and uploaded files); WhatsApp Business/Meta (messages and attachments); and Cloudflare (website hosting, delivery and security). PlumbPricer will impose written data-protection obligations on any subprocessor consistent with Article 28,

remain responsible for its subprocessors' relevant obligations, and give reasonable advance notice of an intended material new or replacement subprocessor. The contractor may object on reasonable data-protection grounds within 14 days; the parties will try to resolve the issue and, if they cannot, the contractor may terminate the affected service before the new subprocessor is used. Stripe, PayPal and Monzo are not authorised subprocessors for contractor customer project data unless separately instructed and documented.

6. Transfers, information and audit

PlumbPricer will not make a restricted transfer of contractor customer data except on the contractor's documented instructions or as permitted by this schedule and applicable law. It will use appropriate safeguards where required and provide reasonable information about them. PlumbPricer will make available information reasonably necessary to demonstrate compliance and permit audits or inspections required by Article 28, on reasonable written notice, during business hours, no more than annually unless a material incident or regulator requires otherwise, and subject to confidentiality and security safeguards.

7. Ending the processing

On termination of the service, this schedule continues until return or deletion is complete. The contractor remains responsible for its instructions and for ensuring it has given its customers appropriate privacy information. PlumbPricer does not independently contact the contractor's customers or use their data for marketing.