

As you may have heard, there are new data protection laws, known as GDPR. These include ensuring that you are aware of your rights and how we use your data.

Your data we discussed today is stored and used by CPS Advisory Ltd. The Advisory Network is a trading style of CPS Advisory Ltd. You can contact us any time on 03334432639 between 9am and 6pm Monday to Friday. You can also email us here at info@advisorynetwork.co.uk or write to us at Floor 8, Princess House, Swansea, SA13LW. Our website is www.advisorynetwork.co.uk

For any specific enquiries regarding data, please contact our Data Protection Officer on dataprotection@advisorynetwork.co.uk

We use your data based on legitimate business interests.

We do not share your data with other companies without your consent.

Our policy is to keep your data for 2 years, although we can delete your data at anytime at your request.

If you wish to see a copy of the data we hold on you, you can request this form by contacting our DPO via the details I gave earlier. There will be no charge for this service, although a fee of £10.00 may be charged if we find the request manifestly unfounded or excessive.

If any of the data we hold on you is incorrect, you may request a correction at any time.

You can request that we cease processing your data at anytime or object to the use of your data. This does not affect any processing that has been carried out prior to your request being received.

You have the right to request that we delete any or all of the data we hold on you at any time. The only reason we would not do this is if it would result in us breaching other legal or regulatory obligations, but we would inform you of this at the time.

You have the right to withdraw consent at any time. This wouldn't affect any use of data up to that point, but it would have immediate effect from when we receive your request.

Any requests mentioned above will be carried out within one month.

If you are unhappy with our use of your data and wish to lodge a complaint, you can contact the ICO using their website www.ico.org.uk

Your data was supplied to us by a data company. If you want more information on this you can contact our DPO on the details given.

An extended version and additional information can be found on the Privacy Notice section of our website.