

## Lindsay Commercial Finance Limited Privacy Notice

### Who we are

Lindsay Commercial Finance Limited are Commercial Finance Brokers based at River House, 48-60 High Street, Belfast BT1 2BE. We are authorised and regulated by the Financial Conduct Authority. Authorisation number 738489.

### What data do we collect?

Our Company collects the following data:

- Personal identification information (Name, email address, phone number, etc.)
- Financial information

### How do we collect your data?

You directly provide Our Company with most of the data we collect. We collect data and process data when you:

- Register online or other communication methods for our services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.

### Special Category Data

In the course of your interactions with Lindsay Commercial Finance Limited you may share information that is classified as 'Special Category Data'. This could include data about:

- Race
- Ethnic origin
- Politics
- Religion
- Trade union membership
- Genetics
- Biometrics
- Health
- Sex life
- Sexual orientation

Where you do share information relating to any of these categories e.g., when you may share information about your health or a characteristic of vulnerability Lindsay Commercial Finance Limited will always seek explicit consent from you to store and process such information.

### How will we use your data?

Our Company collects your data so that we can:

- Process your application and manage your request.
- To monitor the performance of our products and services to ensure consumer outcomes are being achieved

### How do we store your data?

Our Company securely stores your data on a secure Google Drive.

Our Company will keep your basic personal data, such as name, address, contact details for 6 years. Once this time period has expired, we will delete your data by deleting it from our Google Drive.

### Marketing

Lindsay Commercial Finance Limited understands that with the introduction of the Consumer Duty, it is likely the level of communications issued by our business will increase. This will be necessary to support customers to understand the products and services offered and to provide support to customer throughout the lifecycle of the relationship.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop Our Company from contacting you for marketing purposes.

**What are your data protection rights?**

Our Company would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request Our Company for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** – You have the right to request that Our Company correct any information you believe is inaccurate. You also have the right to request Our Company to complete the information you believe is incomplete.

**The right to erasure** – You have the right to request that Our Company erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that Our Company restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to Our Company’s processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that Our Company transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email:

Call us at: 02890315741.

Or write to us: River House, 48-60 High Street, Belfast BT1 2BE

**Changes to our privacy policy**

Our Company keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 19<sup>th</sup> October 2023.

**How to contact us**

If you have any questions about Our Company’s Privacy Policy, the data we hold on you, or you would like to exercise one of your data protections rights, please do not hesitate to contact us.

Email us at: [info@lindsaycommercialfinance.com](mailto:info@lindsaycommercialfinance.com)

Call us: 02890315741

Or write to us at: River House, 48-60 High Street, Belfast BT1 2BE

**How to contact the appropriate authority**

Should you wish to report a complaint or if you feel that Our Company has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner’s Office at [www.ico.org.uk](http://www.ico.org.uk)