# **RHED Model Management - Privacy Policy**

Protecting your data and financial details is very important to us. This policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed.

#### Information we may collect about you

We may collect and process the following data about you:

Information that you provide by uploading information to the Site;

If you contact us, we may keep a record of that correspondence;

Details of your visits to our site; and

We will hold the above information for as long as is necessary in order to provide you with our services, deal with any specific issues that you may raise, or otherwise as is required by law or any relevant regulatory body.

#### **IP Addresses**

We may collect information about your computer, including where available your IP address, operating system and browser type, for system administration. This is statistical information about our users' browsing actions and patterns, and does not identify any individual.

#### **Cookies**

The Site uses cookies to distinguish you from other users of the Site. This helps us provide you with a good experience when you browse the Site and also allows us to improve the Site. Please note that it is possible to disable cookies being stored on your computer by changing your browser settings. However, the Site may not perform properly or some features may not be available to you if you disable cookies. For more info read our cookie policy

#### Where we store your personal information

The data we collect from you is stored in the UK but may be transferred to and stored at a destination outside of the European Economic Area ("EEA"). It may also be processed by staff operating outside of the EEA. By submitting your personal data, you agree to this transfer, storing and processing.

Your passwords are stored on our servers in encrypted form. We do not disclose your postal or email addresses to anyone except when legally required to do so.

### How we use your information

We use information held about you in the following ways:

to provide you with our services;

to ensure the content from the Site is presented in the most effective manner for you and you computer or mobile device; and

to notify you about changes to our service.

## **Disclosure of your information**

We may disclose your personal information to any member of our group, as may be reasonably required to perform the services hereunder.

We may disclose your personal information to third parties:

in the event that our or substantially all of our assets are acquired by a third party; or

if we are under a duty to disclose or share your personal data in order to comply with any legal obligation. This includes exchanging information with other companies and organisations for the purposes of fraud protection, or any other illegal activity.

#### **Your rights**

The Data Protection Act 1998 gives you the right to access information held about you by submitting a request in accordance with the act and is subject to a £10 administrative fee. All such requests should be sent info@rhedmodelmanagement.co.uk

## **Changes to this policy**

Any changes we make to our privacy policy in the future will be posted on this page, and where appropriate, notified to you by email.

#### **Contact**

Questions, comments and requests regarding this privacy policy are welcome and should be addressed to info@rhedmodelmanagement.co.uk