



## Blue Sky Finance Ltd - Privacy Statement

### Who we are

Blue Sky Finance Ltd is a Commercial Finance Broker based in Staunton, Gloucestershire. We act as a broker for our customers.

### How we will use the information about you

Here at Blue Sky Finance Ltd we take your privacy seriously and will use your personal information in a number of ways which will help us;

1. make lender decisions,
2. for fraud prevention,
3. for audit,
4. credit reference checks

We may share your information with, and obtain information about you from, credit reference agencies or fraud prevention agencies.

We will not disclose your information to any company outside of our panel of Funders except to help prevent fraud or if required by law to do so.

For further information on how your information is used, how we maintain the security of your information and your rights to access/alter and change information we hold on you, please contact [jackie@blueskyfinanceltd.co.uk](mailto:jackie@blueskyfinanceltd.co.uk).

### Additional Marketing

However, from time to time we would like to contact you with detail of services, financial products or competitions we provide. If you consent to us contacting you for this purpose please tick to say how you would like us to contact you.

- Post
- Email
- Phone
- Text
- Automated Call

### Your Personal Data:

#### What we need

Blue Sky Finance Ltd will be what is known as the controller and the processor of the personal data you provide to us. We collect personal data about you which may also include any special types of information or location-based information.



#### **We also gather**

Names of Directors, Home addresses, dates of birth, identification documents, utility bills, bank statements and company accounts.

#### **Why we need it**

We need to know your basic personal data in order to provide you with an accurate recommendation for your personal circumstances. We will not collect any personal data from you we do not need in order to provide and oversee this service to you.

For processing of data to be lawful under GDPR Blue Sky Finance Ltd use;

- (a) Consent: the individual has given clear consent for you to process their personal data for a specific purpose.
- (b) Contract: the processing is necessary for a contract you have with the individual, or because they have asked you to take specific steps before entering into a contract.
- (c) Legal obligation: the processing is necessary for you to comply with the law (not including contractual obligations).

#### **What we do with it**

All the personal data we use is controlled by Blue Sky Finance Ltd in the UK, however, for the purposes of IT hosting and maintenance, this information is located on servers within the European Union. No 3rd parties have access to your personal data unless the law allows them to do so. We have a Data Protection regime in place to oversee the effective and secure processing of your personal data. More information on this framework can be found [www.blueskyfinanceltd.co.uk](http://www.blueskyfinanceltd.co.uk).

We may pass your data to financial institutions in order to provide you with offers of products suitable to meet your customer requirements.

Your data is stored on our cloud encrypted server. Our server is based in the UK. A hard copy is held in secure storage with an approved company.

#### **How long we keep it**

We are required under regulation to keep your basic personal data, such as name, address and contact details for a minimum of 6 years, after which time it will be destroyed. The information used for marketing will be kept with us until you notify us that you no longer wish to receive this information.

#### **What are your rights?**

If at any point you believe retained information is incorrect you can request to see this information and even have it corrected and possibly deleted. Providing you with this information is free of charge, but charges may apply for excessive requests.

If you wish to raise a complaint on how we have handled your personal data, you can contact Jackie Wakefield who will investigate the matter.



Where relevant, you have the right to withdraw consent at any time and this means that we cannot process your data provided without your consent.

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner's Office (ICO).

Our Data Protection Officer is Jackie Wakefield and you can contact her at [Jackie@blueskyfinanceltd.co.uk](mailto:Jackie@blueskyfinanceltd.co.uk).

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We will share your details with the funders, so that they process your information, allowing Blue Sky Finance Ltd to offer suitable and sustainable products that they provide. If you consent to us passing your details for that purpose sign to confirm.

Signed.....

Print Name.....

Dated.....