

## **HOW WE USE YOUR DATA**

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### **PRIVACY POLICY SUMMARY**

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#### **YOUR INFORMATION**

We summarise below how we collect and use your information. Further details are set out in our Privacy Policy. Before registering with us you should read our Privacy Policy. When you register with us or ask us to provide you with any of our products or services, you agree that we may handle your information in accordance with our Privacy Policy.

#### **HOW WE COLLECT YOUR INFORMATION**

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We collect information about you when you:

- Register with us
- Ask us to provide you with any of our products or services
- Speak with us over the telephone
- Write to us
- Visit our website.

This may include personal information about you (such as your home address, email address or telephone number).

#### **HOW WE USE YOUR INFORMATION**

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We use your information to supply you with our products and services and may share your information with others:

- To enable us to provide you with our products and services
- To meet our contractual obligations to you
- To comply with any statutory, legal or regulatory requirement
- Where you ask us to do so.

#### **MONITORING**

We may monitor and record any telephone discussions we have with you and use any transcripts of them, for example so we can be sure of our obligations to you, in the prevention or detection of money laundering or crime, or for training purposes.

#### **COOKIES**

We use cookies to try and make Our Website as simple as possible for you to use and to help us maintain standards. Cookies are text files placed on your computer to collect internet log information and visitor behaviour information.

#### **MARKETING**

We may send you marketing information concerning our products or services which you use or our similar products or services which we think may be of interest to you. This may include information concerning promotions or offers which could benefit you.

You will be asked how you would like us to keep you informed when you register with us.