

# **Black Fox Finance Limited**

# **Privacy Policy Notice**

### Who we are

Black Fox Finance Limited are Commercial Finance Brokers and are authorised by the Financial Conduct Authority (FCA) Firm Registration Number (FRN) 944117.

Registered Address: The Black Fox, Barrells Road, Thurston, Bury St Edmunds, Suffolk, IP31 3SF

# What data do we collect?

Our Company collects the following data:

- Personal identification information (Name, email address, phone number, etc.)
- Historic financial information & documentation (Annual Accounts, Management Information, Personal & Business Bank Statements, etc)

# 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.
- Via email and or telephone communications.

Our Company may also receive your data indirectly from the following sources:

• Your professional service providers (Accountants and Solicitors)

#### **Special Category Data**

In the course of your interactions with Black Fox 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
- E: justin@blackfoxfinance.co.uk

M: 07799 803605

W: www.blackfoxfinance.co.uk

Black Fox Finance Ltd is Authorised and Regulated by the Financial Conduct Authority (FCA) for Credit Broking, Debt Adjusting and Debt Counselling, Firm Registration No. (FRN) 944117. Black Fox Finance Ltd is registered in England & Wales Company No. 13014604. Registered Office Black Fox, Bury St. Edmunds, IP31 3SF. Black Fox Finance Ltd is a full member of the National Association of Commercial Finance Brokers (NACFB).



- 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 Black Fox 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 enquiry, any applications and manage your enquiry.
- To monitor the performance of our services to ensure consumer outcomes are being achieved.

If you agree, Our Company will share your data with our partner companies so that they may offer you their products and services.

• Financial product and service providers.

When Our Company processes your data, it may send your data to, and use the resulting information from, credit reference agencies to prevent fraudulent purchases.

# How do we store your data?

Our Company securely stores your data on Encrypted Storage via Microsoft 365 One Note

Data Location	Security
Microsoft 365 OneNote	Encrypted Storage with Restricted Access

Our Company will keep your personal data for a minimum of 6 years, unless you exercise the right of erasure, and until you ask us to remove it, by permanently deleting it from all our systems. Unless you advise us otherwise, the reason we retain your data indefinitely is because many clients return for further services many years later and it is therefore useful to the clients for us to have retained it.

#### 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.

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**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: Justin Nevison-Grainger 07799 803605

Or write to us: Black Fox Finance Ltd, The Black Fox, Barrells Road, Thurston, Bury St Edmunds, Suffolk, IP31 3SF.

#### 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 6<sup>th</sup> June 2024.

#### 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: justin@blackfoxfinance.co.uk

Call us: 07799 803605

Or write to us at: Black Fox Finance Ltd, The Black Fox, Barrells Road, Thurston, Bury St Edmunds, Suffolk, IP31 3SF.

#### 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 <u>www.ico.org.uk</u>

### E: justin@blackfoxfinance.co.uk M: 07799 803605 W: www.blackfoxfinance.co.uk

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