



YKC VENTURE PRIVACY NOTICE

YKC Venture adheres to the General Data Protection Regulation (GDPR).

For the purposes of the event or project, we will collect data which includes personal data. Our legal basis for processing this personal data is legitimate interest. We have no formal contract with the client and it is a process where the client may approach us for advice at their own interest or to attend our events. The client may withdraw at any time.

The personal data we will collect includes:

- Name of contact point within a business engaged with or individual engaged with;
- Address;
- Phone number;
- Email address;

This is to allow us to contact you, the client, for providing future services we believe relevant to the business.

Your details will be stored securely in a digital format on a GDPR compliant CRM system and/or as a physical document, retained in compliance with GDPR principle five.

We will retain this information only as long as is necessary to the client's needs or at the clients request to have their data removed.

The data collected is your personal data, in line with GDPR you have the right, subject to lawful data requirements:

- To see what data we have about you;
- to confirm that your personal data is being processed and access that personal data;
- to rectify personal data if it is inaccurate or incomplete and to restrict processing until rectified;
- to ask us to delete or correct your data;
- to be provided with your personal data in machine readable format;
- to ask us to stop using your data;
- to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with the law.

You can contact the ICO at <https://ico.org.uk/> or telephone 0303 123 1113.

You may opt-out of receiving direct marketing or if you need any information on the above by contacting us at info@ykcventure.com.