

# **Privacy Policy**

At Quanway Insurance Brokers, your privacy is our priority. This Privacy Policy outlines how we collect, use, and protect your personal information in compliance with applicable data protection laws. By using our services, you consent to the practices described in this policy.

#### 1. Information We Collect

We may collect the following types of personal information:

- **Personal Identification Information**: Name, address, phone number, email address, date of birth, etc.
- Financial Information: Payment details, bank account information, and income-related data.
- Insurance Information: Policy details, claims history, and relevant documents.
- Other Information: Preferences, feedback, and any additional data you provide during your interactions with us.

## 2. How We Use Your Information

We collect and use your personal information to:

- Provide insurance advice and broker services.
- Facilitate the purchase, renewal, and management of insurance policies.
- Process claims and communicate with insurers on your behalf.
- Send important updates, including policy changes, reminders, and renewals.
- Comply with legal and regulatory obligations.
- Improve our services based on customer feedback and preferences.

## 3. How We Share Your Information

We may share your information with trusted third parties, including:

- Insurance Providers: To secure the best coverage and process claims.
- **Service Providers**: Third-party companies that help us deliver services, such as IT support or payment processors.
- Regulatory Authorities: To comply with legal obligations or in response to lawful requests.

We ensure that all third parties are bound by confidentiality agreements and adhere to strict data protection standards.

### 4. How We Protect Your Information

We implement appropriate technical, physical, and administrative measures to safeguard your personal data, including:

- Encrypted storage of sensitive data.
- Secure communication channels to prevent unauthorized access.
- Regular staff training on data protection practices.

## 5. Your Rights

You have the following rights regarding your personal data:

- Access: Request access to the personal information we hold about you.
- Correction: Update or correct inaccurate information.
- **Deletion**: Request deletion of your data, subject to legal and regulatory retention requirements.
- Objection: Opt out of certain uses of your data, such as marketing communications.
- Data Portability: Request a copy of your data in a transferable format.

To exercise these rights, contact us using the details provided below.

#### 6. Data Retention

We retain your personal information only as long as necessary to fulfill the purposes outlined in this policy or as required by law.

### 7. Cookies and Online Tracking

Our website may use cookies and similar technologies to enhance user experience and analyze website traffic. You can manage cookie preferences through your browser settings.

## 8. Updates to This Policy

We may update this Privacy Policy periodically. Any changes will be communicated via our website or through other appropriate channels.

### 9. Contact Us

For questions, concerns, or to exercise your data rights, contact us at:

# **Quanway Insurance Brokers**

0878022635

info@quanway.com

We are committed to protecting your privacy and ensuring transparency in our data practices.