

Fairmountain Capital Ltd - Privacy Notice

Introduction

Your privacy is important to us, we will only use information obtained from you for the purposes of providing the services described in our website and within any agreements with you or your company.

We will not sell your data, personal or company information to any other third party organisations.

We may obtain information from you via any subscriptions to our services, website enquiries, email, mail or phone enquiries or face to face meetings. We may seek additional information from your professional advisors, accountant, solicitor or third party agencies, such as credit reference agencies, Companies' House, suppliers or customers.

In any dealings with you, we recommend the signing of a confidentiality document or non-disclosure agreement which lays out in detail the information that we may wish to seek and the restrictions on our handling of that information.

If you have any questions about our data capture, use of data, or Privacy Policies, then please let us know and we will be happy to answer them.

Who we are?

Fairmountain Capital Limited is a private limited company.

The Data-Control Officer is:-

Mr Richard Brady

Mr Brady can be contacted via the website at www.fairmountain.co.uk or by email at:-

R.Brady@Fairmountain.co.uk

Or by writing to:-

The Data-Control Officer

Fairmountain Capital Limited

Yew House

Private Road

Rodborough Common

Gloucestershire

GL5 5BT

What information do we collect?

We may collect information such as your name, company name, job titles, email address, home address, business address, telephone number, company telephone number, company account information, management accounts and profit and loss. Staff organisation and structure charts, sales processes, product information, customer and supply information etc. This information will be provided by you or your professional advisors with your consent and only used for the purposes outlined in our agreements and typically subject to a non-disclosure and confidentiality agreement.

How do we use personal information?

Most of the information that we would require to provide our services will be related to your company and not necessarily personal information.

We will discuss with you your objectives and if these relate to raising finance, then the information that we require from you will differ to information needed to provide you or your company with a marketing plan.

If you are a small business or a sole-trader then much of the company information will also be 'personal information'. We will always seek your permission prior to requesting information and only request information that we believe to be necessary to provide the service or services that you have engaged us to provide. Again, this data capture will come within the auspices of a separate non-disclosure agreement provided by us.

What legal basis do we have for processing your personal data?

- Through gaining your consent to provide information
- Through agreeing by contract and/or statement of works

For Fairmountain to be able to advise or assist you and provide our services, it is highly likely that we will require personal and business information about your company. This information can be provided by you with your consent, or we may gain information from third party agencies or your advisors, again with your consent.

This consent can be withheld at any time and you can simply request, in writing, for us to return or destroy any records held if we no longer require to keep them for legal reasons or reasons of contract fulfilment .

When do we share personal data?

We treat personal and business data confidentially. There may be situations where we would need to share this data with others outside of Fairmountain. This could be to lenders or commercial lending brokers, solicitors, accountants or other professionals who we engage to help provide our services. In any of these instances we will have in place a mutual non-disclosure agreement to protect your data and where ever possible, we will have sought your approval before hand.

Where do we store and process personal data?

Data is stored in confidential files, on an encrypted server, based in the United Kingdom. We carry out regular data back-ups and have the necessary anti-malware in place to protect all personal information. We take all reasonable measures to ensure that this data is treated in line with our Privacy Notice policy as laid out in this document.

We do not see the need to transfer this data outside of the United Kingdom at any point. If data is needed to be transferred overseas for some reason, we will explain the situation to you at that time and seek your permission.

How long do we keep your personal data for?

We keep information for sufficient time to provide the service and to allow us to ensure that we have relevant information to manage our agreement(s) with you the client. The retention of information will be based on such things as our contractual agreements, local and other laws and quality improvement, or analysis by Fairmountain.

We would not retain information after our agreements have expired or in the case where no agreements have been made. Data would be disposed of in a secure and confidential manner so

that no one would have access to, or be able to reconstitute the information after disposal, including Fairmountain or any of its partners.

Your rights in relation to personal data

You have the right to request access to any or all of your personal data that we have gathered, either from you directly or from third parties. Should you wish to have access, please confirm this in writing and we will provide the information in a timely manner. We may request a small administration charge to provide this information, based on the quantity of data requested.

Should you find that any information that we hold is incorrect, we ask that you confirm in writing the correct information and any required proof source (if necessary) and we will use our best endeavours to correct the errors within 4 working days.

You may at any time withdraw your consent for us to use personal information that we have on file or may wish to request. In this situation it may mean that we are unable to continue to provide our services and then the relevant agreements' clauses will be invoked dealing with this situation.

Use of automated decision-making and profiling

We do not use automated decision making or profiling logic, algorithms or software.

We do use various credit reference agencies who may utilise this type of profiling analysis. If we make decisions which have been influenced in any way by reference to third-party systems, we will inform you of this and the reference agencies that we have used.

As the agencies that we work with are reputable listed companies, they in turn will have Privacy Policies and procedures to follow, which will allow you to understand and if necessary follow-up on any automated decision making or profiling that they use.

How to contact us?

You can contact us at the following address or email address.

Fairmountain Capital Limited
The Data-Control Officer is:-

Mr Richard Brady

Mr Brady can be contacted via the website at www.fairmountain.co.uk or by email at:-

R.Brady@Fairmountain.co.uk

Or by writing to:-

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