

NUTMEG-UK PRIVACY NOTICE

Nutmeg Privacy policy

Nutmeg is committed to ensuring that your privacy is protected. This privacy policy explains how we use the information you give us when you register on this website.

1. Who we are

Nutmeg-UK Ltd will act as the 'Controller' of the personal data provided to us when you register an interest in our programs on our website.

2. The basis on which we process your data

We process personal data in accordance with this policy on one of the following bases:

- Where necessary for the performance of a contract with you or to take steps to enter into a contract, such as the administration of your account and/or to provide services to you; or
- On the basis of our legitimate interests to provide information about our products and services to you for marketing purposes, and we have assessed that these are not overridden by your interests.

3. The information we collect

When you register an interest in our programs and services we ask you the following information:

- your name,
- company name,
- an e-mail address and/or
- telephone number.
- your position in the company you work for or your profession
- which of our software programs you are interested in and how you might use them

4. The purposes for which we use your information

We gather this information to enable us to respond to your enquiry and to provide you information about the products and services we provide.

If you become a customer of ours following your enquiry we use the relevant information to establish you as a customer.

5. Cookies

Our website uses cookies to distinguish you from other users of our website. This helps us to provide you with a good experience when you browse our website and also allows us to improve our site. By continuing to browse the site, you are agreeing to our use of cookies.

A cookie is a small file of letters and numbers that we store on your browser or the hard drive of your computer if you agree. Cookies contain information that is transferred to your computer's hard drive.

We use the following cookies:

- **Strictly necessary cookies.** These are cookies that are required for the operation of our website. They include, for example, cookies that enable you to log into secure areas of our website, use a shopping cart or make use of e-billing services.
- **Analytical/performance cookies.** They allow us to recognise and count the number of visitors and to see how visitors move around our website when they are using it. This helps us to improve the way our website works, for example, by ensuring that users are finding what they are looking for easily.
- **Functionality cookies.** These are used to recognise you when you return to our website. This enables us to personalise our content for you, greet you by name and remember your preferences (for example, your choice of language or region).
- **Targeting cookies.** These cookies record your visit to our website, the pages you have visited and the links you have followed. We will use this information to make our website and the advertising displayed on it more relevant to your interests. We may also share this information with third parties for this purpose.

You block cookies by activating the setting on your browser that allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block all cookies (including essential cookies) you may not be able to access parts of our website.

6. Storage periods

If you decide not to become a customer of Nutmeg we delete your information from our system within a month of your registration.

If you do decide to become a customer of Nutmeg we retain your information for the duration of our agreement and as is further required in order for us to meet our legal obligations such as accounting records.

Except for essential cookies, all cookies will expire after a period appropriate to their use and no longer than six months after their use.

7. Where we store your data

All the personal data we hold is located on servers within the European Union. Our cloud-based services are also within the European Union.

8. Disclosure of your data to third parties

No third parties have access to your personal data unless we are required by law to disclose your data to them.

9. Your rights

You have the following rights:

- The right to request access to the personal data that we hold about you;
- The right to request rectification of the personal data that we hold about you;
- The right to request erasure of the personal data that we hold about you;
- The right to request restriction of processing about you;
- The right to object to processing; and
- The right to data portability.

If you wish to invoke any of the above rights, please notify us using the contact details set out in Section 10 below.

Where our processing of personal data is based on your having given consent, you have the right to withdraw that consent at any time. If you wish to invoke this right, please notify us using the contact details set out in Section 10 below.

You have the right to lodge a complaint with a supervisory authority. In the United Kingdom, the supervisory authority is the Office of the Information Commissioner, full contact details for which can be found at <https://ico.org.uk/global/contact-us/>

Our Site may, from time to time, contain links to and from the websites of our partner networks, advertisers and affiliates. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

13 Changes to our privacy policy

Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail. Please check back frequently to see any updates or changes to our privacy policy.

14 Contact

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to Peter Roberts who can be contacted at the following email address:

support@nutmeg-uk.com