

## 1 Introduction

1.1 Rand & Co takes your privacy very seriously. We ask that you read this Privacy policy carefully as it contains important information about what to expect when Rand & Co collects personal information about you and how Rand & Co will use your personal data.

1.2 Rand & Son Limited T/As Rand & Co registered office is 100 Church Street, Brighton. BN1 1UJ

1.3 This policy applies to information we collect about:

1.3.1 visitors to our website

1.3.2 people who do business with us or register for our service

## 2 The information we collect about you

When you do business with us or register for our service or make an enquiry we collect the following personal information from you:

2.1 name

2.2 date of birth

2.3 postal address, email address and telephone number

2.4 national insurance number

2.5 occupation

2.6 bank details

2.7 credit card number, expiry date and security code

2.8 relevant documentation to satisfy ourselves of your identification under the Proceeds of Crime Act

2.9 Occasionally we may receive information about you from other sources (such as credit reference agencies) which we will add to the information which we already hold about you in order to help us provide services.

## 3 How we will use the information about you



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standard of service'*  
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Company Reg No 7835948



3.1 We gather this information to allow us to provide the services requested, credit checking, fraud and money laundering prevention and detection. The relevant information is then used by us to communicate with you on any matter relating to the conduct of your instructions in general. If you agree, we may also contact you about other products and services we think may be of interest to you.

3.2 We may also use aggregate information and statistics for the purposes of monitoring website usage in order to help us to develop our website and our services. We may also provide such aggregate information to third parties. These statistics will not include information that can be used to identify you.

3.3 We may disclose your personal data to our agents and service providers (eg providers of web hosting or maintenance services) and law enforcement agencies in connection with any investigation to help prevent unlawful activity.

## 4 Marketing

4.1 We may also wish to provide you with information about special features of our website or any other service we think may be of interest to you. If you would rather not receive this information, please send an email message to [info@randandco.com](mailto:info@randandco.com). If you agree to us providing you with marketing information, you can always opt out at a later date.

## 5 Cookies and other information-gathering technologies

5.1 Our website uses cookies. Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. These cookies allow us to distinguish you from other users of the website which helps us to provide you with a good experience when you browse our website and also allows us to improve our site.

5.2 For more information on which cookies we use and how we use them, see our Cookies policy.

## 6 How we protect your information

6.1 We have put in place the following security procedures and technical and organisational measures to safeguard your personal information: firewalls, limited access and use of passwords.

6.2 We will use all reasonable efforts to safeguard your personal information. However, you should be aware that the use of the Internet is not entirely secure and for this reason we cannot guarantee the security or integrity of any personal information which is transferred from you or to you via the Internet.



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## 7 Overseas transfers

7.1 The information you provide may be transferred to countries outside the European Economic Area (EEA) that do not have similar protections in place regarding your data and restrictions on its use as set out in this policy. However, we will take steps to ensure adequate protections are in place to ensure the security of your information. The EEA comprises the EU member states plus Norway, Iceland and Liechtenstein. By submitting your information you consent to these transfers for the purposes specified above.

## 8 Access to your information and updating and correcting your information

8.1 You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please send an email to [info@randandco.com](mailto:info@randandco.com) or send a letter to our registered office. We may make a small charge for this service.

8.2 We want to ensure that your personal information is accurate and up to date. If any of the information that you have provided to Rand & Co changes, for example if you change your email address or name, please let us know the correct details by sending an email to [info@randandco.com](mailto:info@randandco.com) or send a letter to our registered office. You may ask us, or we may ask you, to correct information you or we think is inaccurate, and you may also ask us to remove information which is inaccurate.

## 9 Your consent

9.1 By submitting your personal information you consent to the use of that information as set out in this policy.

## 10 Changes to Privacy policy

10.1 We keep our Privacy policy under regular review. If we change our Privacy policy we will post the changes on this page, and place notices on other pages of the website, so that you may be aware of the information we collect and how we use it at all times. This Privacy policy was last updated on 14th December 2020.

## 11 How to contact Rand & Co

11.1 We welcome your views about our website and our Privacy policy. If you would like to contact us with any queries or comments please send an email to [info@randandco.com](mailto:info@randandco.com) or send a letter to our registered office.

## 12 Links to other websites

12.1 Our website contains links to other websites. This Privacy policy applies only to this website so when you access links to other websites you should read their own privacy policies.



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