

Privacy Notice

1. Last update

1.1. This Privacy Policy was last updated on 29 January 2022

2. Introduction

2.1. The website www.casswizard.com (“the Site”) is operated by Broad Reach Partnership Limited, Registered in England & Wales, Company Number 0381539. Broad Reach Partnership Limited is the Data Controller for the purpose of the Data Protection Act 1998. ICO registration number: Z2127451.

2.2. At Broad Reach Partnership Limited (“BRP”) your privacy is important to us and we take all reasonable care to safeguard it. We fully appreciate that you may be concerned about your privacy and the security of your personal data.

2.3. This policy therefore explains BRP’s privacy policy regarding any personal data that may be collected by us during your use of our website: www.casswizard.com.

2.4. References to **you** and **your** refer to both you and the entity or firm you are authorised to represent. References to **BRP**, **we**, **our** or **us** refer only to the Broad Reach Partnership Ltd, the legal entity.

2.5. ‘Personal Data’ is identifiable information about you as an individual, like your name, email, address, telephone number, bank account details, payment information, support enquiries and any forum comments. When we aggregated personal data and anonymise it you cannot be identified. Such aggregated/anonymised data is not Personal Data and this notice does not apply to such data.

3. What does BRP do with your personal information?

3.1. BRP will only collect, store and use your personal information for the specific purpose explained to you when you provide it. Where we request your information on our website we aim to use it to promote our business relationship with you and to improve your experience and the value to you in using our website.

3.2. By providing your personal data to BRP via this website you are consenting to sharing that information with BRP. BRP undertakes to use the information only for the purposes explained to you at the time it was collected. Where you supply us with information during your use of our website it will be stored by us in order that we can supply you with goods and services under the Terms and Conditions of our website. Your information will be stored for as long as is necessary to conduct any business and may need to be stored for up to 7 years after any business has been concluded.

3.3. Any information that you provide to us will not be transferred to anyone outside the European Economic Area.

3.4. BRP stores and handles information in accordance with the Data Protection Act 2018.

4. Disclosure of Information

4.1. BRP will not sell, pass or transfer any of your personal data to third parties in order that they can attempt to sell you other products or services unless you have agreed to 'opt-in' to such an arrangement at the time you provided the information.

4.2. BRP may occasionally employ or contract with other reputable and professional companies and individuals to perform certain functions on its behalf. Where BRP does this it seeks assurances from those companies and individuals that they will keep any personal data secure and as per BRP's own policy. Therefore where they may be provided with access to your information, this is only to the extent needed for them to perform their functions and they are prohibited from using such information for any other purpose.

4.3. In addition, BRP may release information to third parties when such disclosure is required by law or when necessary or desirable to exercise or preserve its rights, or to take action regarding potentially illegal activities. If all or part of BRP is sold, merged or otherwise transferred to another entity, your information, whether personally identifiable or otherwise, may be transferred as part of that transaction.

5. Security and Confidentiality

5.1. BRP has implemented security measures to help protect the security and confidentiality of the information that it collects through all methods including that collected via its website. BRP limits access to personal information to those employees and agents who it believes reasonably need to come into contact with that information, all of whom are bound by its privacy policy. Access or use of information for any purpose other than those explained in this Privacy Policy will not be authorised by BRP.

6. Email and Internet Communications Security.

6.1. All emails sent by BRP are confidential and may also be legally privileged.

6.2. Internet communications cannot be guaranteed to be timely, secure, error or virus-free. Therefore BRP does not accept any liability in respect of any issues in these areas. In providing your email details, you agree to accept communication via email from BRP. It is your responsibility to ensure that any emails that you receive are free from viruses or malware and you agree that BRP will not be liable for any damages or losses you suffer arising from any viruses or malware that you receive.

7. Changes to this Policy

7.1. BRP reserves the right to update and make changes to this Privacy Policy. If we materially change our policy or practices in handling personally identifiable information, as described in this statement, we will post the changes on our website 30 days prior to their implementation. If you are concerned about your privacy whilst using our website we encourage you to review this Privacy Policy frequently to ensure that you stay appraised of any changes. To assist you the date of the last update to the policy is disclosed at the beginning of this policy and also in the footnote of the Site.

8. Contacting Us

8.1. Please notify BRP by email to info@brpuk.com if you have provided personal information to BRP via our website and you:

- Do not wish your personal data to be used as described above; or
- Wish to see the personal information BRP holds on you as a result of your use of our website. (a small charge may be made for this)