PRIVACY POLICY

We are David Wain Insurance Services Limited and are authorised by the Financial Conduct Authority, our number is 305189 and also by the Information Commission. Our office is at 51-53 High Street, Swadlincote Derbyshire DE11 8JA Telephone: - 01283 225188

Our data controller representative is David Wain and can be contacted on the above telephone number or at <u>david@davidwaininsurance.co.uk</u>

DATA PROCESSING

We process your data under all legal guidelines enshrined in the General Data Protection Regulations 2018.

Our lawful basis of processing is as an Insurance Broker to provide you with Insurance quotations from our panel of Insurers and Third Party Brokers. All data collected is required to provide accurate quotations. Some special categories of data may be required e.g. health and convictions, these will also be kept secure.

Providing data is voluntary but we are not able to give a quotation unless all questions are answered. Your data is kept for no longer than is legally necessary by ourselves and your Insurer &/or Third Party Broker. No data is sold or obtained by any other person or Company from ourselves, unless for the purpose of your Insurance policy.

Although we do not transfer your data to any other Country, your Insurer &/or Third Party Broker may do and this information is available in their privacy policy which can be found in your policy book or on their website. Other quotation partners may perform fraud prevention, credit, DVLA and DVLC checks. Other checks may also be made. Our written procedures are available on request.

YOUR RIGHTS

Access	You can ask for the personal information we hold about you and for
	details of how and for what purpose we use it.
Rectification	You can ask us to correct any inaccuracies.
Consent	You can ask us to stop processing your information - in certain circumstances.
Erasure	You can ask us to delete any information we hold about you as long as it is not required for the performance of the contract or fulfilling a legal requirement.
Data Portability	You can ask us for copies of the information we hold about you so that you can move, copy or transfer your data easily.
Profiling	We do not use automated profiling.
Complaint	You can lodge a complaint with the Information Commission or direct with ourselves.
Breach	If there is a breach of security we will inform you as soon as possible.

If you would like to exercise any of your rights or have a question or a complaint about this policy, please get in touch.