

Publican Associates - Privacy Notice

What information do we ask to you to provide and what do we do with it?

This Privacy Notice is for Agents, Advisors, Accountants, Solicitors, Administrators, Referees and others authorised to act in the interests of a publican.

Your personal data is given voluntarily by you or the publican to us, this may include your full name, home address, email address and contact details. By giving us your personal data you are consenting to us processing it for the purposes stated in this Privacy Notice.

This Privacy Notice explains how we use **your** personal data and not personal data belonging to the publican about whom we are corresponding. If you are passing personal data belonging to a third party to us we will assume that you are a Data Controller and that you have a legitimate basis for processing that data.

Information that you may volunteer	We use it to
Your full name	<ul style="list-style-type: none">Identify you and personalise any correspondence that we send to youCorrespond with you about matters relating to the publican with whom you are associated
Your email address	<ul style="list-style-type: none">Correspond with you about matters relating to the publican with whom you are associated.
Your phone number	<ul style="list-style-type: none">Communicate with you about matters relating to the publican with whom you are associated.
Your home address	<ul style="list-style-type: none">Correspond with you about matters relating to the publican with whom you are associated.
Your signature	<ul style="list-style-type: none">to authenticate documents

Why do we need to collect your personal data?

We have a legitimate interest in processing personal data that you provide voluntarily. The personal data that you give to us will be used solely for the matter about which we are corresponding and in relation to the publican with whom you are associated.

How long do we keep your personal data?

We will keep your personal data for the duration of the publican's tenancy plus a further 6 years.

Who do we share your information with?

Company	Why do we pass information to them?	What information do we pass to them?
Gosschalks and other such organisations that we may use from time to time	So that they can provide legal services on our behalf relating to the publican with whom you are associated	Your full name, email address and phone number. We may also pass on other information that you have given to us in relation to the publican

Do we transfer your personal data outside of the UK or EU countries?

Your personal data is captured and processed on computer systems that are located within the UK or EU. Archived paperwork is stored in secure locations in the UK.

Is any "profiling" performed using your personal data?

We do not perform any kind of automated processing for the purposes of analysis or prediction using your personal data.

What are your rights?

For more information on your data protection rights refer to our [Privacy Statement](#).

Version Control	
Version Number	1.0
Date Published	21 st May 2018