

## Privacy Notice

### Who are we?

References to 'us', 'we' or 'our' are references to Sprint Convergence Ltd. Our company registration number is 07101583.

### What is the purpose of this Privacy Notice?

Your privacy is very important to us. The purpose of this Privacy Notice is to explain who we are, the Personal Data we collect, how we collect it and how we use it. In summary we use very limited Information about you (which may contain an element of Personal Data). What we mean by 'Information' is explained in the following paragraph.

### What kind of Personal Data do we collect?

The Information we collect, which may include Personal Data is restricted to your name, your company address, your company email address, your company telephone number and, if you provide it, your mobile telephone number. If you are a Company director we may also collect your date of birth. We also collect credit check information, which if you are a consumer or sole trader will contain Personal Data. If you are a consumer, we will collect your home address, personal email address, home telephone number and if you provide it, your mobile telephone number. In addition, our website may collect your IP address.

### Where do we collect Personal Data from?

We collect Information from a number of sources: (1) lists of company data provided by GDPR-compliant suppliers; (2) information provided by you at trade shows and events; (3) information provided to us by your company; (4) information that you supply to us either in person, by telephone, by email or via the contact form on our website; (5) Credit Referencing Agencies; (6) our website which (a) uses cookies to collect browsing history and your preferences (which you may disable in your browser, though doing so may affect your experience when using our website) and (b) which records such information as your IP address, your computer's operating system, your browser type and how you navigated to / from our website (eg directly, via a search engine or via a link on someone else's website).

### Do we collect Personal Data from third parties?

We only collect Information the sources explained above.

### How will we use your Personal Data?

We use the Information for six specific purposes: (1) for the legitimate purpose of business to business marketing; (2) for business to consumer marketing if we have your consent; (3) to perform our contract if we have entered into a contractual relationship with you for the supply of goods or services; (4) maintaining our business relationship with you once any contracted deliverables have been supplied; (5) to perform pre-contract activities if we are mutually working towards a contractual relationship; and (6) to respond to specific requests that you make via telephone, email or our website.

### Will we share your Personal Data?

We use the Information for our own use and for the supply of goods and services to you. The only time we share any Information is when we need to do so to deliver our goods and services, so for example we may share your Information with a delivery company to enable it to deliver goods to you, or we may share Information with a service delivery company to enable it to provide quotations or deliver its services.

### How do we protect your Personal Data?

To maintain the security of your Personal Data, we implement technical and organisational measures that are appropriate to the risks associated with the loss / illegal Processing of your Personal Data. Information is securely stored at our head office which is located in the UK.

### How long will we hold your Personal Data for?

If you have entered into a contract with us, we will retain your Personal Data for a period of six years after our last contact. Otherwise, we will delete your Personal Data twelve months after our last contact or attempted contact with you.

### What are your rights in relation to the Personal Data that we hold?

Subject to any applicable laws, you have the right: (1) to request access to, erasure or rectification of your Personal Data; (2) to ask us to restrict the Processing of your Personal Data; (3) to object to us Processing your Personal Data on specific grounds; (4) to request portability of your Personal Data; and (5) to object to us using your Personal Data for direct marketing purposes. To exercise any of these rights you should contact us using the details below. You also have the right to lodge a complaint with a supervisory body about our use of your Personal Data in the EU state of your habitual residence, place of work or place that the alleged infringement has taken place.

### How can you contact us?

We can be contacted in writing at The Mansion House, Wrest Park, Silsoe, Bedfordshire, MK45 4HR, or by email [info@sprintconvergence.co.uk](mailto:info@sprintconvergence.co.uk).