



The Key 2 Growth Ltd. Online Privacy Policy

This Privacy Policy sets out the data processing practices carried out through the use of the Internet and any other electronic communications networks by The Key 2 Growth Ltd. If you have any requests concerning your personal information or any queries with regard to these practices please contact Ben George Rose at info@thekey2growth.co.uk Please note that all data thus captured will be used and held in accordance with the requirements of the General Data Protection Regulation, 2016.

Information collected

We collect information from visitors to this website through the use of online forms, including, but not limited to, our contact us page. Information is collected for communication and market research purposes.

We collect your details when you email us with an enquiry.

Use of personal information

We process personal information collected via this website for the legitimate reasons of:

- Providing information about products and services
- Providing and personalising our services
- Dealing with your enquiries and requests
- Conducting market research

The legal bases we rely upon to offer these services to you are:

- Your consent
- Where we have a legitimate interest
- To comply with any legal obligation that we may have
- To fulfil a contractual obligation that we have with you

Data retention

The Company will retain your personal data only for as long as is necessary for the purpose we collect it. Different laws may also require us to keep different data for different periods of time.

Your rights

Please be aware that you have the following data protection rights:

- The right to be informed about the personal data the Company processes on you;
- The right of access to the personal data the Company processes on you;
- The right to rectification of your personal data;
- The right to erasure of your personal data in certain circumstances;
- The right to restrict processing of your personal data;
- The right to data portability in certain circumstances;
- The right to object to the processing of your personal data that was based on a public or legitimate interest;
- The right not to be subjected to automated decision making and profiling; and
- The right to withdraw consent at any time.

Where you have consented to the Company processing your personal data you have the right to withdraw that consent at any time by contacting Ben George Rose at info@thekey2growth.co.uk, call him on 0203 303 0963, or call us on

01293 880 180. Alternatively, you can also write to us at Ben Rose, - Milnwood House, 13 North Parade, Horsham, West Sussex RH12 2BT

Data Capture Information

We will send you information according to the preferences you submitted via our online form. If you would like to change these preferences at any point, please email Ben Rose at info@thekey2growth.co.uk, or call us on 01293 880 180. Alternatively, you can also write to us at Ben Rose, Milnwood House, 13 North Parade, Horsham, West Sussex RH12 2BT

Marketing

Please note that your information may be used to send you details of those products or services that we offer that we have identified as likely to be of interest to you. This will be in accordance with the preferences that you indicated when you completed the online form.

If at any point you would like to opt-out of receiving communications from us or would like to change the channels (such as email or post) that we use to contact you, please contact Ben Rose at info@thekey2growth.co.uk, or call us on 01293 880 180. Alternatively, you can also write to us at Ben Rose, Milnwood House, 13 North Parade, Horsham, West Sussex RH12 2BT

From time to time we would like to be able to pass your information to carefully selected third parties that offer products or services that we have identified as likely to be of interest to you. We will only do this if you have opted-in to receive such communications e.g. when you completed your online form, or when you entered into an agreement with us, entered membership, or entered a competition or prize draw.

You may ask us at any point not to share your information with third parties for this purpose, by contacting Ben Rose, Director, Marketing & Product Development at info@thekey2growth.co.uk, or call us on 01293 880 180. Alternatively, you can also write to us at Ben Rose, Milnwood House, 13 North Parade, Horsham, West Sussex RH12 2BT

Disclosures

We will only disclose data when obliged to disclose personal data by law, or the disclosure is 'necessary' for purposes of national security, taxation and criminal investigation, or we have your consent, and to the following:

- Other companies within our Group of companies (Hello Marketing)
- Business partners;
- Suppliers we engage to process data on our behalf;
- Successors in title to our business.

Other websites

Our website may contain links to other websites that are outside our control and are not covered by this Privacy Policy. If you access other sites using the links provided, the operators of these sites may collect information from you that will be used by them in accordance with their privacy policy, which may differ from ours.

Subject access requests

You have the right to see what personal data we hold about you. To obtain a copy of the personal information we hold about you, please email Ben Rose, Director, Marketing & Product Development at info@thekey2growth.co.uk to obtain a Subject Access Request Form.

We will not charge a fee for any such request unless the request is deemed manifestly unfounded or excessive.

Internet-based transfers

Given that the Internet is a global environment, using it to collect and process personal data necessarily involves the transmission of data on an international basis. This means for instance that data you pass to us may be processed outside the European Economic Area, although the data will always be held securely and in line with the requirements of UK data protection legislation. By communicating electronically with us, you acknowledge and agree to our processing of personal data in this way.

Use of cookies

A cookie is a small piece of information sent by a web server to a web browser, which enables the server to collect information from the browser. Find out more about cookies on www.allaboutcookies.org.

We may collect information about your computer, including your IP address, operating system and browser type, for system administration and in order to create reports. This is statistical data about our users' browsing actions and patterns and does not identify any individual.

The only cookies in use locally are for Google Analytics. Google Analytics is a web analytics tool that helps website owners understand how visitors engage with their website. Google Analytics customers can view a variety of reports about how visitors interact with their website so that they can improve it.

Like many services, Google Analytics uses first-party cookies to track visitor interactions as in our case, where they are used to collect information about how visitors use our site. We then use the information to compile reports and to help us improve our site.

Cookies contain information that is transferred to your computer's hard drive. These cookies are used to store information, such as the time that the current visit occurred, whether the visitor has been to the site before and what site referred the visitor to the web page.

Google Analytics collects information anonymously. It reports website trends without identifying individual visitors. You can opt out of Google Analytics without affecting how you visit our site – for more information on opting out of being tracked by Google Analytics across all websites you use, visit this [Google page](#).

Most browsers will allow you to turn off cookies. If you want to know how to do this please look at the menu on your browser or look at the instruction on www.allaboutcookies.org. Please note however that turning off cookies will restrict your use of our website.

Amendments

Please note that this privacy policy is subject to change from time to time and according to existing legislation. It was last updated in May 2018.