

This privacy policy sets out how Fexserv Fund Services Limited as Controller of the Information uses and protects any information that you give us when you use this website.

We are committed to ensuring that your privacy is protected. Should you provide us with any personal information when using this website, you can be assured that it will only be used in accordance with this Privacy Policy

We may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes.

## **1. What data do we collect and process on this website?**

We may collect and process the following data about you:

1. Details of your visits to this site for traffic overview. This information is collected in line with our Cookie Policy.
2. Information that you provide by filling in your details in the Contact form.
3. Information that you provide when you communicate with us by any means.

If we start to collect any other data that is not in line with the above, this Privacy Policy shall be updated.

## **2. Why do we collect this data?**

We may use your personal information for the following purposes:

1. We may use personal information collected about you from any applications or forms you may complete for the purposes of establishing a client relationship with you.
2. We may also use the information we collect in order to inform you about changes to this website.
3. We may also use the information to respond to your enquiries or comments submitted through the website.

4. Your information may be used for legal and regulatory compliance purposes, including as necessary: to respond to governmental or regulatory entities requests; to comply with our legal obligations under current Anti-Money Laundering Laws and Regulations and current local and international tax Laws including the Common Reporting Standards and the Foreign Account Tax Compliance Act in relation to the exchange and automatic forwarding of tax related information; to identify misuse of our systems and any fraud or other illegal or unlawful activity or any other activity which is or may be contrary to our legal and regulatory compliance obligations.

If we start to collect any other data for purposes that are not in line with the above, this Privacy Policy shall be updated.

### **3. Data retention**

Personal data will be retained for as long as it is necessary for the purposes set out above and in accordance with our legal and regulatory obligations.

### **4. Where we store your personal data**

We will not transfer or store your personal data outside the EU.

### **5. Disclosure of Information**

We may disclose your personal data to external service providers for operational and compliance purposes, for example, if it is necessary to provide you with something which you have requested. These service providers include:

-IT Service Providers; and

-Google Analytics (a web analytics service provided by Google Inc, which uses the information to evaluate your use of the Site, compile reports on site activity and provide other site activity and internet related services);

We may also transfer your data if we are under a duty to disclose or share your personal data in order to comply with any legal or regulatory obligation.

If we start to disclose data to any other party not in line with the above, this Privacy Policy shall be updated.

## **6. Third Party Links**

On occasion we may include links to third party websites on this website. Once you have used these links to leave our site, we do not have any control over that other website. Therefore, we are not responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy policy. You should review the privacy policy of these websites before providing any personal data to them.

## **7. What are your rights?**

**Right to Transparent Information** - you have the right to be informed in a clear manner on any personal data pertaining to you that may be processed by us. Such information is being provided to you in this Privacy Policy.

**Right of Access to Information** – you have the right to request confirmation from us whether personal data relating to you is being processed and if so to access such personal data.

**Right to Rectification** – you have the right to request from us the rectification, without delay, of any inaccurate personal data pertaining to you.

**Right to Be Forgotten** – you have the right to request from us the erasure of all personal data pertaining to you without delay, where the data has been processed with your consent as the basis for processing and/or where the processing is no longer lawful.

**Right to Restrict Processing** – you have the right to request from us the restriction of processing if: processing is unlawful; you are contesting the accuracy of data; the data is no longer required by the controller but you require us to keep it in order to establish, exercise, or defend a legal claim; or if you have previously objected to the processing. Once data is restricted, we cannot process it in any way other than to store it unless: we have your consent; or if it is required for the establishment, exercise, or defence of legal claims; or if it is for the protection of the rights of other persons; or if it is for reasons of important public interest.

**Right to Data Portability** – you have the right to receive from us personal data which you have provided to us and to transmit that data to another controller without hindrance from us. This right applies where the data is being processed with your consent, or for the performance of a contract, and when processing is carried out by automated means.

**Right to Object** – you have the right to object at any time to the processing of personal data pertaining to you where the processing is based: on our legitimate interest; or the performance of a task in the public interest/exercise of official authority; or on direct marketing (including profiling); or on processing for purposes of scientific/historical research and statistics.

Any requests or objection are to be made in writing by email to [queries@fexservfunds.com](mailto:queries@fexservfunds.com)