



## **KGJ Insurance Brokers (Stourbridge) Ltd.**

2 Hagley Road, Stourbridge, West Midlands DY8 1QG

Telephone 01384 390909

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### **Privacy Notice / Data Protection Notice**

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#### **Introduction**

This notice provides information concerning our collection and use of personal data. If you have any queries regarding this statement, please do not hesitate to contact us.

#### **What Data We Collect & What Do We Do with It**

To provide financial advisory services, we will obtain personal information from you concerning your finances, circumstances, objectives, and other relevant details. We will collect, store and process this information.

#### **Legal Basis**

We collect, control and process your personal information because this is necessary to provide you with information, answer any queries you may have and provide our services to you. Contractual necessity is, therefore, the lawful basis for collecting, controlling and processing your personal details other than special category personal data for which we require your consent to process.

#### **Sharing Your Data**

During our work with you, we will share your data with product and service providers, compliance support organisations and regulatory bodies.

#### **Marketing**

We will never share your data for marketing purposes. Communications are based on contract or legitimate interests.

#### **Retention**

We will keep your personal data throughout our business relationship and for required periods thereafter.

#### **Your Rights**

You have the right to access, correct, delete or restrict processing of your data.

#### **Complaints**

If you make a complaint to us we must respond within 30 days. The UK Information Commissioner's Office is our supervisory authority.

#### **Contact**

John Donnelly

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[www.kgjinsurance.com](http://www.kgjinsurance.com)