



NorthStar Data & Marketing Agreement



Data Governance

All information held by NorthStar is covered by the Data Protection Act 1998, the General Data Protection Regulation and the Data Protection Act 2018. By signing this agreement, you consent to us, or any company associated with us (for example, product providers or platforms we use to provide you with our services) processing your personal data, both manually and by electronic means. Your data will be used for the sole purpose of providing financial advice, administration and management.

'Processing' includes obtaining, recording or holding information or data, transferring it to other companies associated with us, such as product providers, the FCA or any other statutory, governmental or regulatory body for legitimate purposes including, where relevant, to solicitors and/or other debt collection agencies for debt collection purposes and carrying out operations on the information or data.

Data Processing

When processing your data, we always abide by the following key principles:

- Your data will be lawfully and fairly processed in a transparent manner.
- Your data is collected on the grounds of explicit and legitimate purposes only.
- We will only ask for your data when necessary, explain if data will be shared and how long it will be kept.
- Your data will be accurate, kept up to date and erased, without delay, should your data no longer be required for the purposes to be processed.
- Your data will only be retained as long as necessary.
- Your data will be secure.

Data Storage Locations

In order to provide services to you, we may be required to pass your personal information to parties located outside of the European Economic Area (EEA) in countries that do not have Data Protection Laws equivalent to those in the UK. Where this is the case we will take reasonable steps to ensure the privacy of your information.

Sensitive Data

The information provided to us may contain sensitive personal data (as covered by the General Data Protection Regulation and the Data Protection Act 2018), including information that relates to your physical or mental health or condition; the committing or alleged committing of any offence by you; any proceedings for an offence committed or alleged to have been committed by you, including the outcome or sentence in such proceedings.

Protecting Data

Please be assured that we, and any company associated with us will treat all personal data and sensitive personal data as confidential and will not process it other than for a legitimate purpose associated with the service we will provide you. Steps will be taken to ensure that the information is accurate, kept up to date and not kept for longer than is necessary.

Data Storage Duration

Your data will be kept in accordance with FCA regulatory expectations, which in some cases mean the duration could be indefinite. Measures will be taken to safeguard against unauthorised or unlawful processing and accidental loss or destruction or damage to the data.

Your Data Rights

You are entitled to a number of key rights in relation to your data. These are:

- The right to be informed.
- The right of access.
- The right to rectification.
- The right to erasure.
- The right to restrict processing.
- The right to data portability.
- The right to object.
- Rights to automated decision and profiling.

Please ask us for an explanation of these data rights should you wish to have more information.

Access to Data

Subject to certain exceptions, you are entitled to have access to your personal and sensitive personal data that is held by us. You will not be charged by us to supply your data, however we do reserve the right to apply a 'reasonable fee' where requests are deemed excessive. We will respond to your request as soon as possible and within the maximum time frame of one month.

Withdrawal of Consent

If at any time, should you wish to withdraw consent for us, or any company associated with us, to process or store your personal data or sensitive personal data, please contact:

The Data Controller, NorthStar Wealth Management Group Ltd, Ocean Village Innovation Centre, Ocean Way, Southampton, Hampshire, SO14 3JZ.

Data Complaints

In rare occasions where you believe your data has been wrongfully processed, stored or handled, you have the right to raise a concern with the Information Commissioner's Office (ICO). Full details can be found at <https://ico.org.uk/for-the-public/raising-concerns/>.

Communication and Marketing Preferences

We may send you educational, marketing or promotional materials and communications by email, telephone, post or other means. Recipients will be carefully selected, and information will only be sent where we feel it to be appropriate. Please indicate your communication and marketing preference by ticking your preferred option below.

- I wish to receive educational, marketing and promotional communications from NorthStar.
- I do not wish to receive educational, marketing and promotional communications from NorthStar.

Changes to This Agreement

We reserve the right to make change to this agreement at any time. You will be notified in writing with at least 14 days' notice of any changes to our data and marketing terms. Any updated terms communicated to you will supersede this original agreement.

Agreement

I/we confirm that I/we have read this agreement and accept the terms contained within it.

Client 1

Client 2

Client name: _____

Client signature: _____

Date of signature: _____

NorthStar

Director name: _____

Director signature: _____

Date of signature: _____



NorthStar Wealth Management Group Ltd

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