

Pantheon Financial Ltd is committed to protecting the privacy of our customers and website visitors. Our relationship with you is valuable and we understand the importance you place on the privacy and security of information that personally identifies you.

We take your privacy seriously. Please read the following in order to learn more about our Privacy Policy and information-gathering and dissemination practices.

This Privacy Policy sets out the data processing practices carried out through the use of the Internet and any other electronic communications networks by Pantheon Financial Ltd group of companies. If you have any requests concerning your personal information or any queries with regard to these practices, please contact us at enquiries@pantheonfinancial.co.uk.

What information is collected?

Whilst you are not required to provide us with personal data in order to view our website, we do collect personal data from visitors who register with this website, or use our on-line forms or services, or e-mail us their details.

When we ask you for information, we will comply with the law, including the Data Protection Act 1998. We are a data controller for the purpose of that Act. Pantheon Financial Management Ltd's entry in the register of data controllers is Z4986371.

"Personal data" means information about you and/or third parties (where required by law, a third party could be a legal entity represented by you e.g. where you submit data to us about your employer or a client company).

If you decide to register and obtain services or information using this Site (or if a legal entity which you represent has already registered and you log in to the Site), you may be asked to fill in certain boxes with information about yourself or others. You do not have to fill in the "optional" boxes - if you don't, we will still register you or process your order or question but it is always helpful for us to receive this optional data as it may help us to understand your business needs. You must fill in the "mandatory" boxes marked * as otherwise we may not be able to register you or process your order or question. We will only ever collect, hold, process, use, communicate and/or disclose such personal data, whether optional or not, in accordance with this Privacy Statement.

How will personal data be used?

We may process and use personal data collected via this Site or otherwise in relation to this Site for the following purposes:

- to administer the Site
- to provide information products and services to you at your request
- to update our records and databases
- to improve the personalisation of our services for you and maintain information about you or a third party about whom you have supplied us with data (for example, your employer)
- to inform you or to enable other Pantheon Financial Ltd entities to inform you of features, services and products and/or send you related information which may be of interest to you.

If at any time you wish us or any company associated with us to cease processing your personal data, or contacting you for marketing purposes, please contact the marketing manager in writing at Springfield House, 76 Wellington Street, Leeds, LS1 2AY.

Are cookies used on the Site?

A cookie is information sent by a Web server to a user's computer and stored there. The information stored in the cookie can be accessed by that server when the user returns to the web site (in this case the Site). A cookie can hold a variety of information, including the number of times the user has accessed the site, registration information, and the number of times a user has seen a particular item or feature on the site.

How can I access or change my personal data or withdraw my consent?

You are entitled to request access to and correct all your personal data collected by us via this Site, as well as to require us to delete your personal data if you no longer want us to process it. You may have additional rights provided by applicable laws.

You can make such a request or a related enquiry by contacting us via any of the Head Office contact addresses listed on the Office Details section of the website. If you consent or have previously consented to the collection, holding, processing, use, communication and/or disclosure of personal data as identified herein, please note that you can withdraw your consent at any time.

Please note that there may be a small charge for making an access request in relation to personal data.

Users of our website may register for e-mail newsletters and news updates. This service is entirely optional and you may unsubscribe at any time.

Is personal data disclosed to other entities?

The data will only be disclosed to certain types of staff within Pantheon Financial Ltd (i.e. staff whose job it is to process your enquiries and orders or otherwise to administer the Site and those staff involved in the provision of services and products which may be of interest to you) and they will only process the data for the purposes identified in this Privacy Statement.

How long is personal data retained?

We undertake to retain relevant records for a period of at least six years (and indefinitely where we provide advice on pension transfers or FSAVC transactions) from the date on which you cease to be a client.

How is personal data secured?

We have implemented generally accepted standards of technology including Secure Socket Layer (SSL) and operational security in order to protect the personal data collected but the nature of the Internet is of course such that the data may flow over networks without appropriate security measures and may be accessed and used by unauthorised persons.

Please note that this Privacy Statement only covers this Site, which may or may not regulate the privacy practices of other web sites that may be accessible through or linked to this Site. We encourage visitors to review each site's privacy statement before disclosing any personal identifying information.