

Escendency Ltd - Privacy Policy

Our contact details

Name: Managing Director, Escendency Ltd

Address: 21 Castle Hill, Lancaster, LA1 1YN

Phone Number: 07932 070691

www.onwardsandupwards.com

E-mail: info@onwardsandupwards.com

The type of personal information we collect

We currently collect and process the following information:

- Name
- Email address
- Telephone number
- Your organisation name
- Your organisation address

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for the following reasons:

- So we can contact you to provide information about our product and services which you have enquired about
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- If you are a paying subscriber to provide you with support.

We do not share this information with other organisations.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

Your consent. You are able to remove your consent at any time.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at:

Email info@onwardsandupwards.com

or write to us at:

Escendency Ltd, 21 Castle Hill, Lancaster, LA1 1YN

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at

Email info@onwardsandupwards.com

or write to us at:

Escendency Ltd, 21 Castle Hill, Lancaster, LA1 1YN

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>