

Website Privacy Notice

This is the privacy notice of RISE Associates. In this document, "we", "our", or "us" refers to the business Bissett Scott Limited trading as [RISE Associates](#).

We are company number 09304848 registered in the United Kingdom. Our registered office is at Richmond House, Walkern Road, Stevenage, Herts, SG1 3QP.

Introduction

This privacy notice aims to inform you about how we collect and process any information that we collect from you, or that you provide to us. It covers information that could identify you ("personal information") and information that could not. In the context of the law and this notice, "process" means collect, store, transfer, use or otherwise act on information. It tells you about your privacy rights and how the law protects you.

We undertake to preserve the confidentiality of all information you provide to us, and hope that you reciprocate.

Our policy complies with the Data Protection Act 2018 (Act) accordingly incorporating the EU General Data Protection Regulation (GDPR).

The law requires us to tell you about your rights and our obligations to you in regard to the processing and control of your personal data. We do this now, by requesting that you read the information provided at <http://www.knowyourprivacyrights.org>

We do not share, or sell, or disclose to a third party, any information collected through our website, except as set out in the following.

1. Data Protection Officer

If you have any questions about this privacy notice, including any requests to exercise your legal rights, please contact our data protection officer (DPO) Sarah Bissett Scott, at sarah@rise-associates.com

2. Data we process

We may collect, use, store and transfer different kinds of personal data about you. Including your identity includes information such as first name, last name, title, date of birth, and other identifiers that you may have provided at some time.

Your contact information includes information email address, telephone numbers and any other information you have given to us for the purpose of communication or meeting.

Your profile includes information such as orders made by you, your interests, preferences, feedback and survey responses.

We may aggregate anonymous data such as statistical or demographic data for any purpose. Anonymous data is data that does not identify you as an individual. Aggregated data may be derived from your personal data but is not considered personal information in law because it does not reveal your identity.

3. Special personal information

We may collect special personal information about you if there is a lawful basis on which to do so.

4. Information we process with your consent

We continue to process your information on the basis of a contractual obligation with you until you withdraw your consent or it can be reasonably assumed that your consent no longer exists.

You may withdraw your consent at any time by instructing us at <mailto:contact@rise-associates.com> or through our website, www.rise-associates.com.

5. Information we process because we have a legal obligation

Sometimes, we must process your information in order to comply with a statutory obligation.

6. Communicating with us

When you contact us, whether by telephone, through our website or by e-mail, we collect the data you have given to us in order to reply with the information you need.

We record your request and our reply in order to increase the efficiency of our business.

We keep personally identifiable information associated with your message, such as your name and email address so as to be able to track our communications with you to provide a high quality service.

Other matters

7. How you can complain

If you are not happy with our privacy policy or if you have any complaint then you should tell us.

If a dispute is not settled then we hope you will agree to attempt to resolve it by engaging in good faith with us in a process of mediation or arbitration.

8. Retention period for personal data

Except as otherwise mentioned in this privacy notice, we keep your personal information only for as long as required by us:

- to provide you with the services you have requested;
- to comply with other law, including for the period demanded by our tax authorities;
- to support a claim or defence in court.

9. Compliance with the law

Our privacy policy has been compiled so as to comply with the law of every country or legal jurisdiction in which we aim to do business. If you think it fails to satisfy the law of your jurisdiction, we should like to hear from you.

However, ultimately it is your choice as to whether you wish to use our website.

10. Review of this privacy policy

We may update this privacy notice from time to time as necessary. The terms that apply to you are those posted here on our website on the day you use our website. We advise you to print a copy for your records.

If you have any question regarding our privacy policy, please [contact us](#).