



ASSET FINANCE LIMITED

Use of personal information

When you provide us with your personal information, it may be stored (by electronic and other means) and used by us for certain legitimate business purposes in some or all of the following ways:

- to enable us to provide services to you (and/or your organisation);
- to respond to requests for information from you;
- to follow up with you after you request information to see if we can provide any further assistance;
- for statistical purposes;
- for market and product analysis;
- to develop and improve the products and services we provide and/or may provide to you (and/or to your organisation);
- for our own administrative purposes (including, but not only, maintaining our records) and compliance purposes;
- for crime prevention and detection;

In addition, we may contact you (for example, by telephone, fax, e-mail or other means) to let you know about products or services available from us or associated companies in response to your inquiry. We will not provide your personal information to 3rd parties outside us without your explicit consent.

We may disclose your personal information as follows:

- with other organisations that we may engage to perform our functions or to advise us, provided that they will only be given access to your personal information to perform such functions or advise us and not for other purposes and any such organisation will be engaged under a written contract in which it undertakes to adopt appropriate security measures in respect of yours and others' personal data;
- where you consent to us doing this (for example, but not only, where you ask us to pass on your details to a 3rd party finance company for the purposes of that company contacting you)
- there are circumstances in which we may be required or authorised by law, court order, regulatory or governmental authorities to disclose your personal information, and in those circumstances we may do so.

Security

We are committed to protecting the security of your personal information.

We have security procedures covering the storage and disclosure of your personal information to prevent unauthorised access and to comply with our legal obligations.

Access, correction and retention

You are entitled to ask us for details of the personal information that we hold about you, the purposes for which they are being or are to be processed, and the recipients or classes of recipients to whom they are or may be disclosed. If you would like to request this information, please contact us as explained below.

If you make a written request to us, we will also correct, delete and/or block personal information from further processing if that information proves to be inaccurate. For further information, please visit the website of the Information Commissioner at www.informationcommissioner.gov.uk. To help us maintain the accuracy of the personal information that we hold about you, if any of the information that you have provided to us changes, for example if you change your address, telephone number or e-mail address, please let us know by writing to us with the revised details.

Additional terms and conditions relating to your personal data will apply to products and services supplied by us. We will provide you with such terms and conditions and the client documentation relevant to the particular product or service as appropriate.

Contacting us about our Privacy Policy



ASSET FINANCE LIMITED

JK Asset Finance Ltd is the data controller in relation to personal information that you submit to us. Our address is PO Box 401, Bury BL8 4WT and we can be contacted on 01204 888 028

If you have any questions, comments or concerns about our Privacy Policy or the way in which information is used, please contact us.

Registered Office: 211 Manchester New Road, Alkrington, Middleton, Manchester M24 1JT

FCA Compliance Authorisation No: 713214

Data Protection Reg No: Z9021169

Company Reg. No: 05377193