



## **TapeDeck Platform Ltd. GDPR Privacy Policy**

### **Introduction**

TapeDeck Platform Ltd. ("we," "us," or "our") is committed to protecting and respecting your privacy. This Privacy Policy explains how we collect, use, process, and protect your personal data in compliance with the General Data Protection Regulation (GDPR).

### **1. Data Controller Information**

- Name: TapeDeck Platform LTD
- Registered Address: 28 Mylor Road, Sheffield, S11 7PF
- Company Number: **15170302**
- Contact Email: legal@tpdk.co.uk

### **2. Personal Data We Collect**

We may collect and process the following types of personal data:

- Identification Information: Name, date of birth, email address, and telephone number.
- Financial Information: Bank account details, payment information.
- Technical Information: IP address, browser type, operating system, and other technology on the devices used to access our website.
- Usage Information: Information about how you use our website, products, and services.

### **3. How We Collect Personal Data**

We use different methods to collect personal data, including:

- Direct Interactions: You may give us your data by filling in forms, or by corresponding with us by post, phone, email, or otherwise.

- Automated Technologies: As you interact with our website, we may automatically collect technical data about your equipment, browsing actions, and patterns.

#### **4. Legal Basis for Processing Personal Data**

We will only process your personal data where we have a legal basis to do so, which includes:

- Consent: You have given clear consent for us to process your personal data for a specific purpose.
- Contract: The processing is necessary for a contract we have with you.
- Legal Obligation: The processing is necessary for compliance with a legal obligation to which we are subject.
- Legitimate Interests: The processing is necessary for our legitimate interests or those of a third party, provided that your interests and fundamental rights do not override those interests.

#### **5. How We Use Personal Data**

We use the personal data we collect for the following purposes:

- To provide, operate, and maintain our website and services.
- To manage our relationship with you, including notifying you about changes to our services or our Privacy Policy.
- To administer and protect our business and website (including troubleshooting, data analysis, testing, system maintenance, support, reporting, and hosting of data).
- To use data analytics to improve our website, products, services, marketing, customer relationships, and experiences.

#### **6. Sharing Personal Data**

We do not share your personal data with third parties except in the following circumstances:

- With service providers who provide IT and system administration services.
- With professional advisers including lawyers, bankers, auditors, and insurers.
- Where we are legally required to do so.
- In connection with a business transaction, such as a merger, sale of assets, or reorganization.

## **7. Data Security**

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used, or accessed in an unauthorized way, altered, or disclosed.

## **8. Data Retention**

We will only retain your personal data for as long as necessary to fulfill the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements.

## **9. Your Rights** Under GDPR, you have the following rights:

- Right of access: You have the right to request a copy of the personal data we hold about you.
- Right to rectification: You have the right to request that we correct any inaccuracies in your personal data.
- Right to erasure: You have the right to request the deletion of your personal data under certain circumstances.
- Right to restrict processing: You have the right to request that we restrict the processing of your personal data under certain circumstances.
- Right to data portability: You have the right to request that we transfer your personal data to another organization, or directly to you, under certain conditions.
- Right to object: You have the right to object to our processing of your personal data under certain conditions.

## **10. Contact Information**

If you have any questions about this Privacy Policy or our data practices, please contact us:

- Email: [legal@tpdk.co.uk](mailto:legal@tpdk.co.uk)

## **Changes to This Policy**

We may update this Privacy Policy from time to time. Any changes we make will be posted on this page, and where appropriate, notified to you by email. Please check back regularly to stay informed about our data processing practices.