

## YOUR INFORMATION AND WHAT WE DO WITH IT

If you are going to **open an account** with us, then we will ask you for some **personal information** about yourself. This includes your name, how old you are, where you live, and a few other important bits that **we need to open your account, and to keep it going**.

There are some **rules** for us about **how we protect your information**. All together these rules are called the “**General Data Protection Regulations**” or **GDPR** for short. We're writing to tell you what these rules mean for you and your information.

While we have your data, **we make sure that we look after it properly**.

We don't ask for any more information than we need, we make sure to keep it somewhere safe, and we don't keep it any longer than we need to.

You can ask us certain things about your personal information -

- **What we are using it for.**
- If it is **wrong or has gaps in it, for us to fix it.**
- To **stop using it**
- To **delete it**
- To **see the information** that we have about you.
- To ask us to **give it to another company** (such as another building society or bank)

The GDPR says we can only use your information **when we have a fair reason**. Some of the reasons it says are when:

- We need to use that information so that you can use your account
- The law says we have to
- We feel it may be useful to you
- You say that we can

We will only send you letters about your account **when it's important**.

### Would you like to know more?

If you would like to learn more about how we use your information, you can visit our website at [www.bathbuildingsociety.co.uk/privacy-policy](http://www.bathbuildingsociety.co.uk/privacy-policy), email us at [dataprotection@bibs.co.uk](mailto:dataprotection@bibs.co.uk), or send us a letter at our Head Office. You can also ask your parent or guardian to get in touch with us.