

## Privacy Notice

### Your Personal Data – Business, Professional and Charity Savings Customers

As you hold at least 25% of the shares, are a person of significant control, or a signatory for a business that has plans to open an account with Bath Building Society, we require certain personal data from you. This data is protected by the UK General Data Protection Regulations (UK GDPR). This document is intended to give you a brief overview of how we handle your data and your rights.

#### Our responsibility

Bath Building Society will be the data controller for your personal data, which means we will be responsible for the data we collect about you in relation to your savings account. This includes data you provide to us, as well as that which we get from other sources (for example, from Credit Reference Agencies).

As your data controller:

- ✓ We only collect data that is necessary
- ✓ We store it safely and securely
- ✓ We do not hold it for longer than is necessary

#### How we use your personal data

Your personal data will be used to assess and process your savings application and for the ongoing administration of your account. This processing is necessary for you to open and operate an account with us.

We do not sell your personal data. As part of administering your account(s), we may occasionally share some of it with other organisations. Some examples of this are to:

- make sure it's really you when you apply for products and services
- manage your accounts and allow you to use our services, such as our Mobile App
- stop financial crime such as fraud (where someone might be pretending to be you)
- provide products and services from other organisations, such as our payment partners

Other organisations may operate both in and out of the United Kingdom (UK). In cases where we do share your data outside of the UK, we will ensure that data protection is to a suitable standard.

We will also share your information for financial crime prevention purposes and where required to by law.

#### Reasons for processing your personal data

The UK GDPR says that firms can only use personal data where there is a fair reason to do so. Some of the acceptable reasons it states are when:

- the processing is necessary to do with your account
- we have a legal duty to process the data
- we have a legitimate interest in processing the data
- we have your specific consent

Your marketing preferences will be recorded on your application form. If you wish to change these preferences at any time, just let us know. We will still send you information when we are obligated to, such as your annual Financial Services Compensation Scheme (FSCS) information.

### Your rights relating to your personal data

The UK GDPR gives you the below rights relating to your personal data. This is intended as a brief summary, for more detail you can view our full privacy notice:

<b>Right to be informed</b>	You can ask about how we collect and use your data, and how long we keep it for
<b>Right of access</b>	You can ask for a copy of your data, commonly referred to as a Subject Access Request (SAR)
<b>Right to rectification</b>	You can ask us to correct any errors with your data
<b>Right to erasure</b>	You can request that we delete your data
<b>Right to restrict processing</b>	You can ask us to limit how we use your data
<b>Right to data portability</b>	You can ask us to transfer your data
<b>Right to object</b>	You can ask us to stop processing your data, although in some cases we may continue to do so
<b>Rights related to automated decision-making, including profiling</b>	You have some protections against automated decision making and profiling. You can request information about the processing that takes place, and ask for human intervention or challenge a decision.

### If you are applying with someone else

If you provide us with personal data about another person (such as a joint account holder), please share this document with them.

### For further information

You can find full details of how we use personal information and your data protection rights on our website ([www.bathbuildingsociety.co.uk/privacy-policy](http://www.bathbuildingsociety.co.uk/privacy-policy)), or if you prefer, we can post or email you a copy on request.

If you have any questions on the subject you can email [dataprotection@bibs.co.uk](mailto:dataprotection@bibs.co.uk) or write to us at our Head Office at 15 Queen Square, Bath, BA1 2HN.