

RD Content Privacy Policy

As The Big RD Ltd trading as RD Content, we have a website (www.rdcontent.com) that is open to the public. Visiting our website will give you the opportunity to learn more about our company and the services we provide. If you would like to be kept up to date on all of the latest & greatest projects and awards from RD Content then please get in touch with hello@rdcontent.com.

This privacy policy explains how we process data that is publicly available. We do not currently use our website to collect data. If you have any questions or comments about this privacy policy, please let us know by email to Hello@rdcontent.com.

The Big RD Ltd trading as RD Content is a company incorporated in the UK with company number 07044229 and registered office at Holborn Tower, 137-144 High Holborn, London WC1V 6PL. We are the “data controller” (i.e. the company which decides the means and purpose for the processing of your personal data) for the purpose of applicable data protection law.

- **How we use your personal information**
Your enquiries through email
 - If you contact us about our services, the emails you send may include information about you, such as your name, address, email address, telephone number, your organisation's address and your enquiry. We use this information to respond to your enquiries.
 - In line with the legitimate interest we have in promoting our business, we will process your enquiries to provide you with information about the services we offer.
 - This might include replying to your enquiry, or sending you information relating to our latest work.
 - We may also process enquiries to take steps you ask of us with a view to entering into and/or performing a contract with you to provide you with our services.
 - You are under no obligation to provide us with any details, but if you don't provide all relevant information, we may not be able to help.

Marketing

- We may process your contact information which has been taken from sources that are publicly available online, that our research team provide to us or that is taken from your email for the purposes of marketing in accordance with our legitimate interests to send you information about our services. We may use third party providers to process these marketing emails.
- If you would like to be removed from our mailing lists, please contact us at hello@rdcontent.com or click unsubscribe at the bottom of each marketing email.

How you use our website

- Our website is designed purely for information and we do not collect cookies or data regarding an individual's usage.

- **Do we share your personal information with anyone else?**

We keep your information confidential, but may share it within our company (The Big RD Ltd trading as RD Content).

We may also disclose your information to our personnel, suppliers or subcontractors insofar as it is reasonably necessary for the purposes set out in this privacy policy, provided that they do not make independent use of the information, and have agreed to adhere to the rules set out in this privacy statement.

In addition, we may disclose your information to the extent that we are required to do so by law (which may include to government bodies and law enforcement agencies); in connection with any legal proceedings or prospective legal proceedings; and to establish, exercise or defend our legal rights (including providing information to others for the purposes of fraud prevention).

Except as provided above, we will not provide your information to third parties.

- **Your rights in relation to personal data which we process relating to you**

You have the following rights over the way we process personal data relating to you. We aim to comply without undue delay, and within one month at the latest.

- to ask for a copy of data we are processing about you and have

inaccuracies corrected;

- to ask us to restrict, stop processing, or to delete your personal data;
- to make a complaint to a data protection regulator.

Please send your requests to hello@rdcontent.com

- **Security**

We will take all reasonable technical and organisational precautions to prevent the loss misuse or alteration of your personal information.

- **Changes**

This policy may be updated from time to time. We will notify you of any changes by posting the new policy here.

- **Data Retention**

We will hold your personal information on our systems for as long as is necessary for the relevant purpose, or as otherwise described in this privacy policy.

- **General**

Any questions you may have regarding this statement can be send to the following email: hello@rdcontent.com.

Effective from August 11th, 2020