# PRIVACY NOTICE

Welcome to the MindMastery Labs Ltd's Privacy Notice.

This privacy notice provides information on how MindMastery Labs Ltd collects and processes your personal data when you visit our website to sign up for a newsletter, purchase a product or service.

It is important that you read this privacy notice together with our website privacy policy which contains more detailed information about our data processing and can be accessed here.

## Important information and who we are

MindMastery Labs Ltd is the controller and responsible for your personal data.

## **Contact details**

Our full details are: MindMastery Labs Ltd

Full name of legal entity: Data Privacy Manager

Name or title of Data Privacy Manager

Email address: privacy@mindmasterylabs.com

Postal address: Harrogate, HG3 1JW

Telephone number: +44 (0)7530608997

## 1. The data we collect about you

We may collect, use, store and transfer different kinds of personal data about you as follows:

- Identity Data.
- Contact Data.
- Financial Data.
- Transaction Data.
- Technical Data.
- Profile Data.
- Usage Data.
- Marketing and Communications Data.

We explain these categories of data here:

Identity Data – includes first name, last name, username or similar identifier, title, date of birth.

Contact Data – includes billing address, delivery address, email address, telephone numbers.

Financial Data – includes bank account and payment card details.

Transaction Data – includes details about payments to and from you and other details of products and services you have purchased.

Technical Data – includes internet protocol (IP) address, browser type and version, time zone setting, operating system, and other technology on the devices you use to access our website.

Profile Data – includes your username and password, purchases or orders made by you, your interests, preferences, feedback, and survey responses.

Usage Data – includes information about how you use our website, products, and services.

Marketing and Communications Data – includes your preferences in receiving marketing from us and your communication preferences.

We use different methods to collect data about you, which are explained here:

Direct interactions – You provide Identity, Contact, and Financial Data by filling in forms or corresponding with us by post, phone, email, or otherwise (e.g., when you sign up for our newsletter, create an account, or purchase a product/service).

Automated technologies or interactions – As you interact with our website, we automatically collect Technical Data about your equipment, browsing actions, and patterns using cookies, server logs, and similar technologies.

Third parties or publicly available sources – We may receive Technical Data from analytics providers (such as Google Analytics), advertising networks, and search information providers; and Contact, Financial, and Transaction Data from providers of technical, payment, and delivery services.

## 2. How we use your personal data

We will only use your personal data for the purpose for which we collected it which include the following:

- To register you as a new customer.
- To process and deliver your order.
- To manage your relationship with us.
- To enable you to participate in a prize draw, competition or complete a survey.
- To improve our website, products/services, marketing or customer relationships.
- To recommend products or services which may be of interest to you.

## 3. How we share your personal data

We may share your personal data [within the group / with external third parties]. More detail can be found here: Service providers acting as processors who provide IT, system administration, payment processing, analytics, and marketing services.

Professional advisers including lawyers, bankers, auditors, and insurers.

Regulators and other authorities who require reporting of processing activities in certain circumstances.

We ensure all third parties respect the security of your personal data and treat it in accordance with the law. They are only permitted to process your data for specified purposes and in accordance with our instructions.

## 4. <u>International transfers</u>

We may transfer, store and process your personal data outside the UK. More detail can be found here:

Under data protection law, you have rights including:

Access – to request a copy of the personal data we hold about you. Correction – to request correction of inaccurate or incomplete data.

Erasure – to request deletion of your data where there is no good reason for us to keep it. Restriction – to request restriction of processing in certain circumstances. Objection – to object to processing based on legitimate interests or direct marketing. Data portability – to request transfer of your data to you or a third party.

If you wish to exercise any of these rights, please contact us at privacy@mindmasterylabs.com. You also have the right to make a complaint at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection: https://www.ico.org.uk.

## 5. Your legal rights

Under certain circumstances, you have rights under data protection laws in relation to your personal data including the right to receive a copy of the personal data we hold about you and the right to make a complaint at any time to the Information Commissioner's Office, the UK regulator for data protection issues (www.ico.org.uk).

More detail can be found here: <a href="mailto:privacy@mindmasterylabs.com">privacy@mindmasterylabs.com</a>

## 6. Further details

If you are looking for more information on how we process your personal data including on data security, data retention and lawful processing bases, please access our website privacy policy.