

Privacy Policy/Notice

Introduction

At Ortus Secured Finance Ltd (Ortus), we are committed to doing the right thing when it comes to keeping all personal data secure and respecting the privacy of our clients. This Privacy Policy governs the handling of personal data when you visit our website and will inform you of your privacy rights. We own and operate the website.

Ortus is made up of a number of different companies. Ortus Secured Finance is the trading name, but on lending documentation the companies below may also be listed: -

OSF (UK) II Ltd registered in England & Wales no. 10882278.

Ortus Secured Finance I Ltd registered in England & Wales no. 08380992.

Ortus Secured Finance IV Ltd registered in England & Wales no. 11440696.

Ortus Secured Finance VI Ltd registered in England & Wales no. 12799494.

Data Controller

Ortus Secured Finance I Ltd is the data controller for Ortus and its subsidiary companies and is responsible for all personal data. When the Privacy Policy refers to 'we' 'our' or 'us', it is referring to the company that is the data controller, unless otherwise stated. The appointed Data Protection Officer (DPO) is responsible for supervising any questions in relation to this Privacy Policy.

Third-Party Links

The website may contain links to and from third-party advertisers, websites, plug-ins, and applications. Please note these websites have their own privacy policies that we do not control. If you decide to follow these links, we do not accept any responsibility or liability and we recommend you read their policies every time you visit a third-party link.

Rights

All individuals have the following rights in the case of collecting, using and storing personal data. It is our requirement to make you aware of these rights:

The right to get access to the information we hold.

The right to withdraw your consent to the managing of your personal data.

The right to rectify data that is incorrect or incomplete.

The right to request that your data is deleted.

The right to request restriction on the processing of data.

The right to request that your data is transferred to another party (this is part of the data portability requirement).

The right to complain to the Information Commissioner's Office. Find out on their website how to report a concern - <https://ico.org.uk/concerns>.

The information we will collect

There are many reasons we may collect your information and this information can be collected at various stages. These reasons include legal compliance, contractual obligations, and consent.



We've got you covered

With offices in London, Manchester, Glasgow and Belfast.

London: Nations House, 103 Wigmore Street, London, W1U 1QS

Manchester: 27 Portland Street, Manchester, M1 4PZ

Belfast: 20 May Street, Belfast, BT1 4NL

Glasgow: Suite C, 1st Floor, 21 West Nile Street, Glasgow, G2 5TF

0203 397 0237

enquiries@ortussecuredfinance.co.uk

ortussecuredfinance.co.uk

Ortus Secured Finance I Ltd (08380992), Ortus Secured Finance IV Limited (11440696) & OSF (UK) II Ltd (10882278) — all registered in England and Wales

We may collect, use, or store the following kinds of personal data:

Basic information - name, title, date of birth, telephone numbers, address, email address and any other identity/contact data we require. Financial information – account transactional history, bank details. Application information – borrower information, identity, information about directors, partners, shareholders, guarantors. We may collect personal information about you and/or your business from other third-party data sources. We may also collect data about your computer, including your IP address and browser type for administrative purposes. This is for statistical and reporting purposes and will not identify and individual.

Cookies

Our website uses cookies to help provide a good experience when you browse our site. We only use cookies for client convenience and not for targeted advertising purposes. Please note that you can refuse all or some browser cookies, but this may restrict your use of the website.

How we will use your personal data

We will only use the personal information provided to deliver the services you have requested, or for our lawful, disclosed purposes. Personal data will be used to perform contracts that we are about to enter into or have already entered into with you.

We may share your personal information with credit reference agencies, and they will provide us with further information about you to assess creditworthiness, identity, debt and criminal activity.

We will not make your personal details available to other third parties without your consent, unless obliged by law.

Data Retention/How long we keep your data

The retention period for personal data will vary depending on the type of record and legal or regulatory requirements. We will only retain this data for as long as it is relevant to fulfil the intention we collect it for or for as long as required to by law.

On occasion, personal data may be retained for longer periods if it is in relation to a complaint or we believe we need to withhold destruction.

Storage

We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this privacy policy.

We manage our records to help us to serve our customers well and to comply with legal and/or regulatory requirements. Records help us demonstrate that we are meeting our responsibilities and to keep as evidence of our business activities.

All information you provide to us is stored on our secure servers. Where we have given you (or where you have chosen) a password which enables you to access certain parts of our site, you are responsible for keeping this password confidential. We ask you not to share a password with anyone. Once we have received your data, we will use strict procedures to ensure security and prevent unauthorised access.

Changes to the Policy

Where necessary, the Privacy Policy will be reviewed and may change from time to time. Any changes will be posted on the website.



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**Reliably supporting brokers.
Always.**

Questions and Concerns

If you have any questions, comments and requests regarding the handling of your personal data or about this Privacy Policy, please use the following contact information;

Email Address: jon@ortussecuredfinance.co.uk

Postal Address: Ortus Secured Finance, Nations House, 103 Wigmore Street, London W1U 1QS



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