Quick Intelligence Limited is a data controller and we are committed to protecting and respecting your privacy.

This policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. The rules on the processing of personal data are set out in the General Data Protection Regulation (the “GDPR”).

We appreciate that you do not want the information you provide to us to be distributed indiscriminately and here we explain what information we collect, what we do with it, and what controls you have.

**Personal data we collect and how it’s used**

Any personal data such as name, telephone number, and email address supplied by telephone call, via email, or by completing our website’s forms will only be used to provide a requested service and will not be disclosed to any other third party without your prior permission or unless we are required to do so by law. We may contact you in response to an enquiry to offer requested services or to provide you with information relevant to your enquiry.

Any non-personal data such as IP address, pages accessed, and files downloaded will only be used to determine how many individuals use our site, how many people visit on a regular basis, which pages are most popular, and which pages are least popular. This information doesn’t tell us anything about who you are or where you live, it is simply used to enable us to monitor and improve our service. This is done by way of cookies on our website and the use of analytical services such as Google Analytics. To find out more please visit our cookies policy.

Our website may contain links to third party sites that we have no control over. If you visit those sites you should check that you are happy with their own privacy policies and terms of use before providing any personal data. In addition, if you linked to our website from a third party, we cannot be responsible for the privacy policies and practices of that third-party site.

**Information we receive from third parties**

Sometimes, we receive information about you from third parties. In particular:

- Social Media Companies, including Facebook and Twitter, when you interact with our brand through these platforms;
- QlikTech UK Ltd who licence Qlik software;
- Other agents/companies as and when required for purposes which will be disclosed.
Our lawful basis for processing your general personal data

We process your personal data for the following purposes:

- To fulfil a contract or take steps to enter into a contract, in particular providing Qlik training and consultancy or reselling Qlik software licences and maintenance.

- As required by us to conduct our business and pursue our legitimate interests, in particular complaints handling and compliance and regulatory and investigative purposes as necessary (including disclosure of such information in connection with legal process or litigation).

- Where you give us consent, in particular to respond to an enquiry or subscribe event from you. You have the right to withdraw your consent at any time.

Sharing your personal data

We may share your personal data with the following organisations:

- QlikTech UK Ltd where Qlik licences are held;

- Service providers working on our behalf, for example website hosting services, support ticketing services, email marketing services, and email communication services;

In the event that we sell or integrate our business with another business, your details will be disclosed to our advisers and any prospective purchaser’s adviser and will be passed to the new owners of the business.

Your rights

- You have the following rights:
  - A right to be informed about our collection and use of personal data
  - A right to access your personal data
  - A right to correct your personal data
  - A right to ask us to delete your personal data unless we are obliged to retain it for other legal reasons
  - A right to restrict or object to the processing or use of your personal data
  - A right to report to a supervisory authority about the use of your personal data.

Your acceptance

By using our website and services, you consent to the collection and use of information by Quick Intelligence Limited in accordance with our privacy policy. If you do not agree to this policy, please do not continue to use our site or services.
**Data retention**

Where we process personal data in connection with an email communication list, we do this until you unsubscribe, at which time we delete your data. You can unsubscribe at any time by using the link at the bottom of each email we send out or by contacting us at info@quickintelligence.co.uk.

Where we process personal data in connection with performing a contract, we keep the data for as long as necessary for the purpose set out.

**Securing your personal data**

At Quick Intelligence Limited we are committed to protecting your privacy, we follow strict security procedures to ensure that your personal data is not damaged, destroyed, or disclosed to a third party without your permission, and to prevent unauthorised access. Our IT infrastructure is kept up to date and secured with appropriate firewalls/virus protection and has restricted access.

The data that we collect from you may be transferred to, and stored at, a destination outside the European Economic Area (‘EEA’). By submitting your personal data, you agree to this transfer. We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Data Protection Notice. This is done in a number of different ways including:

- The country we send the data to might be approved by the European Commission as being sufficiently secure;

- The recipient is located in the United States and is a certified member of the approved EU-US Privacy Shield Scheme; or

- The recipient company might have signed up to a contract obliging them to protect your information.

- In all such cases we shall ensure that any transfer of your information is compliant with data protection law.

**Changes to our privacy policy**

Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail. Please check back frequently to see any updates or changes to our privacy policy.

**How to make a complaint**

To exercise all relevant rights, queries, or complaints please, in the first instance, contact us by emailing info@quickintelligence.co.uk or at Quick Intelligence Limited, 30 Norman Keep, Warfield, Bracknell, RG42 7UY.

If this does not resolve your complaint to your satisfaction, you have the right to lodge a complaint with the Information Commissioner's Office on 0303 123 1113 or via email https://ico.org.uk/global/contact-us/email/ or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, England.