

# **BORDEN UNITED CHARITIES C.I.O.**

## **Privacy Policy**

### **Introduction**

We at Borden United Charities C.I.O. know that your personal information is important and private and we want to share with you how we take care of and use your personal information. This privacy policy sets out the basis upon which we will collect, use, store, process and share your personal data. By visiting our website you are accepting and consenting to the terms and conditions of the Privacy Policy.

### **Contents**

The Privacy Policy contains the following information:

- a. Controllers and Processors of Personal Information
- b. Collection of Personal Information
- c. Use of Personal Information
- d. Do we share your information with third parties?
- e. How secure is my personal information?
- f. Your rights in relation to your personal data
- g. Other Websites
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- a. Controllers and Processors of Personal Information

Any personal information provided to or gathered by Borden United Charities C.I.O. is controlled by the Charity.

- b. Collection of Personal Information

The types of information we collect, store and process include the following:

- Information you provide to us: this will include information provided when submitting an application, including email addresses, phone numbers (mobile and landline), address and in some cases financial information including credit cards and bank account details
- Written communications: email and other forms of written communication including comments and complaints
- Third Party Sites: we may offer services that allow you to share (and provide) information with us such as third party social media websites including twitter, Facebook and Google Plus.

- c. Use of Personal Information

Our purpose in collecting personal information includes the following:

- to provide you with information on our Charity and grants.
- to provide you with the best possible financial assistance, if required.

By accepting this Privacy Policy you accept and agree that we may use your personal information to:

- provide you with access to our site, content and services
- provide you with the services you may request
- identify, detect, investigate and prevent fraud and other security breaches

- measure and improve our services
- contact you via email and/or telephone regarding grants, to resolve complaints and/or disputes

d. Do we share your information with third parties?

- Relating to grants, we do not share your personal information to third parties.
- Relating to property, we may need disclose tenant information to third parties, i.e. contractors.

e. How secure is my personal information?

- Electronic data held on a password-protected computer.
- Paper files held in a locked secure cabinet.

f. Your rights in relation to your personal data

We will do our best to keep personal information accurate and up to date. You may request in writing a copy of all the personal information we hold on our servers. There is a small charge for such service – requests can be made to [bordenunitedcharities@gmail.com](mailto:bordenunitedcharities@gmail.com).

If you have, any issues about your privacy or the security of your personal information please contact us at [bordenunitedcharities@gmail.com](mailto:bordenunitedcharities@gmail.com) and we will try to address your concerns.

g. Other Websites

It may be possible to link to other websites through our site. If you hyperlink to another website please note that we are not responsible for any of those sites which should be subject to their own privacy policies and terms and conditions of use. We do not accept any responsibility or liability for your use of these sites or the content thereof.

h. Contact Us

If you have any questions, comments, concerns or requests in relation to our Privacy Policy then you may contact us as follows:

Email: [bordenunitedcharities@gmail.com](mailto:bordenunitedcharities@gmail.com)

Address: c/o 53 Springvale, Iwade, Sittingbourne, Kent, ME9 8RX

i. Updates

We reserve the right to amend and update our Privacy Policy from time to time. This Privacy Policy was amended on 28 May 2025