

Data Protection Ordinance 2004

Your Rights Under the Ordinance

The Ordinance gives you the right to see most records processed containing personal information about you. You are entitled to ensure that any data collected about you is obtained fairly and lawfully, that it is accurate and, where necessary, up to date. Also, that it is collected for a specific purpose, not retained longer than necessary and that appropriate measures are taken on your behalf to prevent unauthorised access or alteration.

Your Right of Correction, Removal and Access

If you believe that personal information held by Solent Corporate Services Limited is inaccurate, you have the right to request that we rectify or destroy any inaccurate data within 28 days of receipt of your request (subject to confirmation that the data is in fact inaccurate).

Alternatively, you have the right to access details of all information retained by Solent Corporate Services Limited referencing you. A fee of £10.00 per application is applicable. Please place your request in writing to Solent Corporate Services Limited enclosing a cheque for the appropriate amount. It is a statutory requirement that Solent Corporate Services Limited will respond in writing within 28 days from receipt of your request. Please be advised in some limited situations, your right of access will not apply, for example in respect of criminal investigations.

This Disclaimer and Privacy Statement could be subject to change from time to time. For further information and notice of change, visit www.gra.gi or our website www.solentcorp.com