

Scottish EDGE Data Privacy Policy

This data privacy policy will explain how Scottish EDGE uses the personal data that we collect from you when you complete an application for funding.

Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
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What data do we collect?

Scottish EDGE collects the following data when you apply for funding:

- Personal identification information - name, email address, phone number, correspondence address, and registered business address, DOB, disability information where applicable, ethnicity and gender
- For diversity and inclusion measures, we also collect
- If you are successful in the competition and receive funding, your business bank account details will be required, including sort code and account number

How do we collect your data?

You directly provide Scottish EDGE with most of the data we collect. We collect data and process data when you:

- Register with our online application portal
- Sign-up to attend one of our support workshops
- Use or view our website via your browser's cookies. To find out more about Scottish EDGE's website privacy and cookie policy, visit [here](#)

How will we use your data?

Scottish EDGE collects your data so that we can:

- Process your application and manage your account
- Email or call you with the outcome of your application and inform you, if necessary, of your progress throughout various stages of the competition process
- Make payments of any funding you may be awarded, and receive loan repayments from you

- Carry-out due diligence checks prior to releasing funds to you. In this instance, your data will be shared with our compliance and onboarding partner, Amiquis Ltd.

If you are successful in the competition, Scottish EDGE will share your business name and business email address with our supporting partner companies, which are listed on the Scottish EDGE website [here](#), so that they may provide your exclusive winner services.

How do we store your data?

Scottish EDGE securely stores your data on our encrypted Microsoft Dynamics CRM system, accessible only to those within our organisation who need access to facilitate the processes mentioned above.

Scottish EDGE will keep your details on record for the entirety of our purposeful engagement with you. Your email address and phone number will be kept on record until such time as you no longer wish to be contacted about Scottish EDGE networking events and alumni opportunities. Your bank account details will be securely deleted from our system when all winning monies have been distributed to you (for grant only awards), or when the full loan repayment has been made by you (for awards with a loan element).

Marketing

Scottish EDGE would like to send you information about services and news updates that we think you might like.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop Scottish EDGE from contacting you for marketing purposes using the unsubscribe link in any of our marketing correspondence, or by emailing: info@scottishedge.com

What are your data protection rights?

Scottish EDGE would like to make sure you are fully aware of all of your data protection rights.

Every user is entitled to the following:

- **The right to access** - You have the right to request from Scottish EDGE copies of your personal data
- **The right to rectification** - You have the right to request that Scottish EDGE correct any information relating to you that you believe is inaccurate. You also have the right to request that Scottish EDGE complete information that you believe is incomplete
- **The right to erasure** - You have the right to request that Scottish EDGE erase your personal data, under certain conditions
- **The right to restrict processing** - You have the right to request that Scottish EDGE restrict the processing of your personal data, under certain conditions

- **The right to object to processing** - You have the right to object to Scottish EDGE's processing of your personal data, under certain conditions
- **The right to data portability** - You have the right to request that Scottish EDGE transfer the data that we have collected to another organization, or directly to you, under certain conditions

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: info@scottishedge.com

How to contact us

If you have any questions about the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: info@scottishedge.com

Or write to us at: Scottish EDGE, c/o Royal Bank of Scotland, 4th Floor, 110 Queen Street, Glasgow, G1 3BX