# **Privacy Notice**

Last updated: 22.05.25

Welcome to OurPreNup! This page explains how we handle your personal information. That means any data that can identify you, like your name or email address.

OurPreNup is run by SignNup Limited (referred to here as "we", "us" or "our"), and we're responsible for looking after your data when you use our website or services. This means we decide how your personal data is used and why.

We take your privacy seriously. Please read this notice to understand:

- What data we collect about you
- Why we collect it and how we use it
- Who we share it with
- How long we keep it
- What rights you have

#### 1. What this policy covers

This Privacy Policy applies to your use of:

- Our website: ourprenup.co.uk
- Any services you receive from us

Sometimes we link to other websites we don't control (like payment providers or legal partners). If you click through to one of them, check their privacy policy too, they may collect and use your data differently.

#### 2. What data we collect

We collect the following types of personal data from you:

- Your name, address and contact info (like your phone number or email)
- Your date of birth and gender
- Where you're located when using our website
- Payment and billing details (e.g. card info, bank details, pensions or savings)
- Information you give us over the phone, by email, by post or on social media
- How you use our website

Some of this data is needed to give you our services. If you don't provide it, we may not be able to help you.

# 3. How we collect your data

We collect your personal data:

- Directly from you, for example, when you fill in a form, email us, speak to us on the phone, or meet with us
- Indirectly, such as:
  - When you browse our website (see our section on Cookies for more on this)
  - Through your interaction with a legal professional who is helping you with a nuptial agreement

### 4. Why we use your data

Under UK law, we need a good reason (called a "lawful basis") to use your personal data. These are the main ones we rely on:

What we use your data for	Why we use it
To create and manage your account	To perform our contract with you, or because it helps us run our business efficiently
To provide you with our services	To perform our contract with you
To check your identity and prevent fraud	To meet our legal duties and protect you and us from fraud
To keep you informed about changes to our service	To meet legal requirements or keep you updated
To personalise our website	With your consent (via cookies) or based on our legitimate interest to improve user experience
To analyse usage and improve our services	Based on our legitimate interest to run and grow our business
To market our services to existing or former users	Based on our legitimate interest to promote our services (you can opt out at any time – see below)
To protect our website and data	To meet legal obligations or based on our legitimate interest to keep things secure
To defend legal claims or enforce rights	Where required by law or in our legitimate interest
To comply with the law (e.g. record-keeping, audits)	Because we're legally required to do so

# 5. Marketing

We may send you updates or offers about our services by email, phone, text, or post. We do this because we have a legitimate interest in keeping in touch.

You can opt out of marketing messages at any time by contacting us at Adel@OurPreNup.co.uk.

We never sell or share your personal data with other companies for their marketing.

### 6. Who we share your data with

We may share your personal data with:

- Service providers (like payment processors or IT support)
- Professional advisers (like solicitors or barristers)
- Banks or financial institutions
- Auditors or regulators (when required by law)
- Legal authorities (if required for legal or safety reasons)
- A buyer or investor if our business is sold or restructured

We make sure that anyone who receives your data treats it properly and follows the law.

#### 7. How long we keep your data

We only keep your personal data as long as we need it for the purposes listed above.

Some data, like your contact details, agreement records, or communication history, may be kept indefinitely if required for legal reasons, such as defending legal claims or complying with court obligations.

After that, we'll either delete your data or make it anonymous.

### 8. Data transfers outside the UK or EEA

We don't usually transfer your data outside the UK or EEA. If we ever do, we'll make sure it's properly protected under UK and EU laws — either because the country has been approved as "safe", or through legally approved contracts.

### 9. Cookies

We use cookies on our site to make it work properly and to understand how people use it.

Some cookies are necessary. Others (like for analytics or marketing) we'll only use if you agree.

#### 10. Your rights

You have legal rights when it comes to your personal data. These include the right to:

- See a copy of your personal data
- Ask us to correct any errors
- Ask us to delete your data
- Ask us to stop using your data in some cases
- Get your data in a usable format
- Object to certain types of use (like direct marketing)
- Withdraw your consent (if we're relying on it)
- Not be subject to automated decisions with legal effects

Please note: As we're a legal services provider, some rights may not apply if your data is covered by legal privilege or confidentiality.

To exercise any of your rights, email us at: <u>adel@ourprenup.co.uk</u>. We'll usually respond within a month.

11. How we keep your data safe

We take steps to protect your data from being lost, accessed or used unlawfully. Only people who need it have access, and we follow strict procedures to manage any suspected breach.

If something does go wrong, we'll inform you and the relevant authorities if required.

### 12. Complaints

If you have any concerns, please contact us first and we'll do our best to sort things out.

You can also contact the Information Commissioner's Office (ICO) at <u>https://ico.org.uk/make-a-complaint</u> or call 0303 123 1113.

# 13. Changes to this policy

We may update this privacy notice occasionally. If we make major changes, we'll let you know.

# 14. Contact us

If you have any questions or want to exercise your rights, contact:

Adel Sheikh SignNup Limited 85 Great Portland Street, London, W1W 7LT Email: <u>Adel@OurPreNup.co.uk</u>

#### **15. Need this in a different format?**

We can provide this policy in other formats (like audio or large print). Just email <u>Adel@OurPreNup.co.uk</u> and let us know what you need.