

Coalition Films Ltd - Privacy Notice

Coalition Films Ltd respects your privacy and is committed to protecting your personal data.

This privacy notice explains how we collect, use, store and protect your information when you:

- Visit our website
- Contact us
- Work with us as a client, supplier or collaborator
- Appear in photography or video content we produce

This privacy notice tells you what to expect us to do with your personal information.

- Contact details
- What information we collect, use, and why
- Lawful bases and data protection rights
- Where we get personal information from
- How long we keep information
- Who we share information with
- How to complain

Contact details

- Email: dominic@wearecoalition.co.uk
- Registered Office: 128 City Road, London, EC1V 2NX, United Kingdom
- Company Number: 15774353

What information we collect, use, and why

We collect or use the following information to **provide services and goods, including delivery:**

- Names and contact details
- Addresses
- Payment details (including card or bank information for transfers and direct debits)
- Health and safety information
- Account information
- Website user information (including user journeys and cookie tracking)
- Photographs or video recordings
- Records of meetings and decisions
- Identification documents
- Information relating to compliments or complaints
- Information relating to sponsorship

We collect or use the following information for **the operation of customer accounts and guarantees:**

- Names and contact details
- Payment details (including card or bank information for transfers and direct debits)
- Information used for security purposes
- Marketing preferences

We collect or use the following information for **service updates or marketing purposes:**

- Names and contact details
- Marketing preferences

- Recorded images, such as photos or videos
- Records of consent, where appropriate

We may send marketing communications where you have consented to receive them or where we are otherwise permitted to do so under applicable law.

You can opt out of marketing communications at any time.

We collect or use the following information for **research or archiving purposes**:

- Names and contact details
- Recorded images, such as photos or videos
- Personal information used for administration of research
- Personal information used for the purpose of research
- Records of consent, where appropriate

We collect or use the following information to **comply with legal requirements**:

- Name
- Contact information
- Identification documents
- Financial transaction information
- Criminal offence data (including Disclosure Barring Service (DBS), Access NI or Disclosure Scotland checks)
- Health and safety information

We may collect this information where necessary for safeguarding, insurance, health and safety compliance, client requirements or legal obligations.

We collect or use the following personal information for **dealing with queries, complaints or claims**:

- Names and contact details
- Relevant information from previous investigations
- Customer or client accounts and records
- Correspondence

Website Analytics and Cookies

Our website may use cookies and similar technologies to improve user experience, understand website traffic and support marketing activity.

These may include analytics tools such as Google Analytics and advertising or social media tracking tools.

You can manage cookie preferences through your browser settings or through any cookie consent banner displayed on our website.

Lawful bases and data protection rights

Under UK data protection law, we must have a “lawful basis” for collecting and using your personal information. There is a list of possible [lawful bases](#) in the UK GDPR. You can find out more about lawful bases on the ICO’s website.

Which lawful basis we rely on may affect your data protection rights which are set out in brief below. You can find out more about your data protection rights and the exemptions which may apply on the ICO’s website:

- **Your right of access** - You have the right to ask us for copies of your personal information. You can request other information such as details about where we get personal information from and who we share personal information with. There are some exemptions which means you may not receive all the information you ask for. [You can read more about this right here.](#)

coalition.

- **Your right to rectification** - You have the right to ask us to correct or delete personal information you think is inaccurate or incomplete. [You can read more about this right here.](#)
- **Your right to erasure** - You have the right to ask us to delete your personal information. [You can read more about this right here.](#)
- **Your right to restriction of processing** - You have the right to ask us to limit how we can use your personal information. [You can read more about this right here.](#)
- **Your right to object to processing** - You have the right to object to the processing of your personal data. [You can read more about this right here.](#)
- **Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you. [You can read more about this right here.](#)
- **Your right to withdraw consent** - When we use consent as our lawful basis you have the right to withdraw your consent at any time. [You can read more about this right here.](#)

If you make a request, we must respond to you without undue delay and in any event within one month.

To make a data protection rights request, please contact us using the contact details at the top of this privacy notice.

Our lawful bases for the collection and use of your data

Our lawful bases for collecting or using personal information to **provide services and goods** are:

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.

- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legal obligation – we have to collect or use your information so we can comply with the law. All of your data protection rights may apply, except the right to erasure, the right to object and the right to data portability.
- Legitimate interests - we may process personal information where it is necessary for our legitimate business interests, provided those interests are not overridden by your rights and freedoms.

Our lawful bases for collecting or using personal information for **the operation of customer accounts and guarantees** are:

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legitimate interests - we may process personal information where it is necessary for our legitimate business interests, provided those interests are not overridden by your rights and freedoms.

Our lawful bases for collecting or using personal information for **service updates or marketing purposes** are:

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.

- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legitimate interests - we may process personal information where it is necessary for our legitimate business interests, provided those interests are not overridden by your rights and freedoms.

Our lawful bases for collecting or using personal information for **research or archiving purposes** are:

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legitimate interests - we may process personal information where it is necessary for our legitimate business interests, provided those interests are not overridden by your rights and freedoms.

Our lawful bases for collecting or using personal information for **legal requirements** are:

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legal obligation – we have to collect or use your information so we can comply with the law. All of your data protection rights may

apply, except the right to erasure, the right to object and the right to data portability.

- Legitimate interests - we may process personal information where it is necessary for our legitimate business interests, provided those interests are not overridden by your rights and freedoms.

Our lawful bases for collecting or using personal information for **dealing with queries, complaints or claims** are:

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Legitimate interests - we may process personal information where it is necessary for our legitimate business interests, provided those interests are not overridden by your rights and freedoms.

Where we get personal information from

- Directly from you

How long we keep information

We retain personal data only as long as necessary:

- Client contact details: 6 years for tax/legal reasons
- Footage: Production footage, photographs and final deliverables may be retained for archival, portfolio, legal, backup and client servicing purposes where there is a legitimate business interest in doing so.
- Consent-based marketing material: until you withdraw consent

Who we share information with

Some of our suppliers or service providers may process personal data outside the United Kingdom.

Where this happens, we ensure appropriate safeguards are in place to protect your information in accordance with UK data protection law.

How to complain

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact details at the top of this privacy notice.

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>

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