

## Privacy Notice (website)

### 1. Who we are:

We are **Exemplar Energy Solutions Ltd** with a registered address at Exemplar House, Unit 623 Harbour Point Business Park, Little Island, Cork. You can contact us at this address by post or by email at [info@exemplarenergy.ie](mailto:info@exemplarenergy.ie).

### 2. Why we process your data, the lawful basis for processing your data and who we share it with

A. For people who view and interact with our website, we process data:

- to respond to your query when sent through our 'contact us' form
- to sign up to our newsletter when you request subscription through our website

The legal basis for this processing is our legitimate interest in the administration and operation of our services as set out in our website as well as our legitimate interest in marketing and promoting our services. We always include an unsubscribe button in our communications, so you can opt out of receiving such communications at any time.

We will retain this data until we are certain that we have fully responded to your request or until you unsubscribe.

B. For our potential customers, we process data:

- in order to market our services
- to provide you with updates and newsletters to which you have subscribed

The legal basis for the processing of this data is processing necessary for the purpose of the legitimate interests of promoting our services. We always include an unsubscribe button in our communications, so you can opt out of receiving such communications at any time.

We will retain this data until you unsubscribe or until we have performed the task you requested us to perform.

C. For obtaining Pricing with Energy Suppliers

- We share details provided for this purpose by you to energy suppliers in order to obtain best market pricing for you.

The legal basis for the processing of this data is processing necessary for the purpose of completing our contractual obligation to provide our services to you.

### 3. Your rights relating to personal data

You have the following rights under the GDPR, in certain circumstances and subject to certain exemptions, in relation to your personal data:

- right to access the data - you have the right to request a copy of the personal data that we hold about you, together with other information about our processing of that personal data.

- right to rectification- you have the right to request that any inaccurate data that is held about you is corrected, or if we have incomplete information you may request that we update the information such that it is complete.

- right to erasure - you have the right to request us to delete personal data that we hold about you. This is sometimes referred to as the right to be forgotten.
- right to restriction of processing or to object to processing - you have the right to request that we no longer process your personal data for particular purposes, or to object to our processing of your personal data for particular purposes.
- Right to data portability - you have the right to request us to provide you, or a third party, with a copy of your personal data in a structured, commonly used machine readable format.

In order to exercise any of the rights set out above, please contact us at the contact details at the start of this privacy notice.

If we are processing personal data based on your consent, you may withdraw that consent at any time. This does not affect the lawfulness of processing which took place prior to its withdrawal.

If you are unhappy with how we process personal data, we ask you to contact us so that we can rectify the situation.

You may lodge a complaint with a supervisory authority. The Irish supervisory authority is the Data Protection Commission.

#### **4. Requirement to process personal data**

You may browse our website without providing us with any personal data and this will not affect your ability to view our website.

If you do not provide us with your information for the purposes described above, we cannot send you our newsletter or respond to your queries sent through our contact us form.

#### **5. Automated decision-making and profiling**

We do not use any personal data for the purpose of automated decision-making or profiling.