

## Privacy Policy

We are Orchard is committed to protecting your privacy. This Privacy Policy sets out the data processing practices carried out through the use of the Internet and any other electronic communications networks by We Are Orchard (WAO). If you have any requests concerning your personal information or any queries with regard to these practices, please contact [GDPR@weareorchard.com](mailto:GDPR@weareorchard.com). Please note that all data thus captured will be used and held in accordance with the requirements of the General Data Protection Regulation 2018.

### What information do we collect?

- We collect information from visitors to this website to improve our offering for visitors.
- We collect your details when you email or telephone us with an enquiry or complete our online contact form.
- Transactions are undertaken via PayZone. Click [here](#) to view the PayZone privacy policy.
- In addition to the above, we collect information automatically about your visit to our website. Please see our Cookies Section for more details.

### Use of personal information

We process personal information collected via this website for the purposes of:

- Providing information about Cleantech Innovate
- Dealing with your enquiries and requests
- Administering orders and accounts relating to our visitors, exhibitors, sponsors
- Providing reservation or booking services for Cleantech Innovate
- Conducting market research
- For statistical purposes such as analysing the performance of our site and to understand how visitors use them.
- For security and fraud prevention, and to ensure that our sites are safe and secure and used in line with our terms of use.

To comply with applicable laws and regulations.

### Legal grounds for using your personal information

We will only use your personal data where we have a legal ground to do so. In particular, the legal ground will be one of the following:

Consent: For example, where you have provided your consent to receive marketing emails from us.

Legitimate interests: Where it is necessary for us to operate our site or to carry out marketing research.

Performance of a contract with you (or in order to take steps prior to entering into a contract with you): For example, where you have purchased a ticket from us and we need to use your contact details and payment information in order to process your order and deliver your ticket details.

Compliance with law: In some cases, we may have a legal obligation to use or keep your personal data or to disclose your personal data to comply with a law, order or request of a court, government authority, other competent legal or regulatory authority or any applicable code of practice or guideline.

## Marketing

Please note that your information may be used to send you details of those products or services that we offer that we have identified as likely to be of interest to you. This will be in accordance with the preferences that you indicated when you completed the online form.

If at any point you would like to opt-out of receiving communications from us, or would like to change the channels (such as email or post) that we use to contact you, please unsubscribe to the electronic emails, email [GDPR@weareorchard.com](mailto:GDPR@weareorchard.com) or write to:

We Are Orchard  
Sustainable Bankside, 105 Sumner Street,  
London SE1 9HZ.

WAO offers a selection of services in partnership with third parties. We also work with business partners to produce materials such as event guides. We will only do this if you have opted-in to receive such communications e.g. when you completed an online form, or when you entered into an agreement with us. You may ask us at any point not to share your information with third parties for this purpose, by contacting WAO at either of the addresses given above.

## Disclosures

We will only disclose data when obliged to disclose personal data by law, or the disclosure is 'necessary' for purposes of national security, taxation and criminal investigation, or we have your consent, or to deal with your enquiries and requests, to the following:

- Business partners;
- Suppliers we engage to process data on our behalf;
- Suppliers we engage to process publications on our behalf;
- Successors in title to our business.

In each case, we have written contracts in place incorporating relevant wording to safeguard that personal data and comply with applicable laws, and we will only share such data as is necessary for the purpose in question. Where possible, we keep personal data within the European Economic Area ('EEA'). However, in order to carry out the above purposes, we may use third parties and their facilities outside the EEA. In all such cases we will ensure that appropriate security measures are in place to protect your personal data and a valid legal basis for the transfer applies.

## Other websites

Our website may contain links to other websites that are outside our control and are not covered by this Privacy Policy. If you access other sites using the links provided, the operators of these sites may collect information from you that will be used by them in accordance with their privacy policy, which may differ from ours.

## Subject access requests

You have the right to know if we process any personal data about you and, if we are, with certain limitations, to a copy of that personal data. You also have the right to ask us to remove or correct any of that personal data that is inaccurate, to object to certain processing and to withdraw any consent you may have given us for any processing of your personal data. You also have the right to ask us to restrict processing certain of your personal data, to erase your personal data, and to 'port' certain of your personal data to you or another provider, provided in each case that we have such data and certain conditions are met. You have the right, at any time, to object to the processing of your personal data for direct marketing, as described in the section 'Marketing'.

## Internet-based transfers

Given that the Internet is a global environment, using it to collect and process personal data necessarily involves the transmission of data on an international basis. This means for instance that data you pass to us may be processed outside the European Economic Area, although the data will always be held securely and in line with the requirements of UK data protection legislation and the GDPR. By communicating electronically with us, you acknowledge and agree to our processing of personal data in this way.

## Retention

As a default position, we will only retain personal data for any statutory retention period, then a reasonable period (if any) necessary for the above purposes. This is subject, for example, to any valid opt-out or withdrawal of consent where processing is based on consent, or other valid exercise of your data subject rights which is effected.

## Security

The security of data is very important to our business. In accordance with our legal obligations, we take appropriate technical and organisational measures to protect your personal data and keep those measures under review. However, we can only be responsible for systems that we control and we would note that the internet itself is not inherently a secure environment.

## Use of cookies

A cookie is a small piece of information sent by a web server to a web browser, which enables the server to collect information from the browser. Find out more about cookies on [www.allaboutcookies.org](http://www.allaboutcookies.org).

Click [here](#) to view our Cookie Policy.

## Contact Us

We Are Orchard

Sustainable Bankside, 105 Sumner Street,  
London SE1 9HZ.

[GDPR@weareorchard.com](mailto:GDPR@weareorchard.com)

tel: +44 (0) 203 176 5440

## Amendments

Please note that this privacy policy is subject to change from time to time. It was last updated in February 2019.