Document Title:	Privacy Policy
Organisation:	GlobalizeMe UK Ltd
Author:	Andy Forkgen
Date:	14th September 2026

PRIVACY POLICY

This privacy policy sets out how GlobalizeMe UK Ltd, having its registered office at The Old Library, Queen Victoria Road, High Wycombe, Buckinghamshire, HP11 1BG, UK (hereinafter "GlobalizeMe"), use and protect personal information in accordance with the UK GDPR, the Privacy and Electronic Communications Regulations (PECR) and the Data (Use and Access) Act 2025 (DUAA). It describes how GlobalizeMe handles personal data in general as well personal data that is provided through this website.

1. General Handling of Personal Data

GlobalizeMe is committed to ensuring that your privacy is protected in accordance with applicable data protection legislation, including the UK GDPR, PECR and DUAA. If you provide information by which you can be identified (as a customer, as a supplier or in any other role), then you can be assured that it will always be handled in accordance with this privacy statement and the principles of the GDPR, PECR and DUAA legislations.

We process your data as permitted for the following legal purposes:

- To fulfil a supplier or customer agreement that we entered into with as a client, vendor or partner.
- To provide the (information) services that you request through any channel, including but not limited to our websites (see specific website clauses further below).
- To meet the legal demands of a government agency where such demands apply to your data.

Grounds for processing of personal data.

Data will be processed if this is necessary for:

- performance of a contract

- compliance with a legal obligation.

If because of an absence of the above grounds, explicit consent of you is needed, unless processing will be necessary for the purposes of the legitimate interests pursued by the controller (GlobalizeMe) or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, this explicit consent will be obtained from you (e.g. written consent or through a cookie acceptance request) before any processing takes place.

In practice this means that:

- We will never process any data for any other purpose than the purpose that has been stated, unless that other purpose is a legally acceptable continuation of the original purpose.
- We will never collect and/or process more data than is strictly necessary in order to fulfil an agreement or on other grounds that are deemed acceptable and applicable by GDPR legislation.

- We will always adequately protect your data according to the latest standards and using state-of-the-art technology.
- We will take all organizational and logical measures that are required to protect your data.
- We will not hold your data longer than is required to fulfil an agreement with you, to provide you with the services or information you request or on other grounds that are deemed acceptable and applicable by GDPR, PECR and DUAA legislations.
- Your personal data will be destroyed within 7 days when your agreement with us is terminated, when you indicate that the service or information you requested is no longer required by you or – in the case of data collected through cookies – when you reject the use of cookies during your site visits, unless national legislation requires us to keep your data for a longer period.
- All of our employees and contractors have signed a confidentiality agreement which prohibits the disclosure of any confidential information (including personal data), and which imposes sanctions in case of violations.
- We will never accept personal data from third parties and/or provide information to third parties, unless this party is a government agency that has the legal right to demand these data or unless you have given your consent for such a data transfer.
- We will inform the data subject in advance if personal data need to be provided to a government agency which has the legal right to demand such a transfer.
- We will never store your data outside the European Economic Area.

2. Your Rights as a Data Subject

Under applicable data protection legislation, you have the following rights in relation to your personal data:

- the right of access and/or information
- the right to rectification
- the right to erasure (the “right to be forgotten”)
- the right to restriction of processing
- the right to data portability
- the right to object.

You may exercise these rights at any time by contacting us at uk@globalizeme.com.

For more information about your legal rights, please go to https://ec.europa.eu/info/law/law-topic/data-protection_en

We will respond to all enquiries within 7 days.

3. Complaints About the Use of Your Personal Data

If you have concerns about how GlobalizeMe processes your personal data, you have the right to raise a complaint with us.

We encourage you to contact us first so that we can review the matter and attempt to resolve it promptly.

Complaints regarding the use of personal data should be submitted to uk@globalizeme.com.

When submitting a complaint, please provide sufficient information to allow us to understand and investigate the issue. This may include:

- Your name and contact details
- A description of the concern
- Relevant dates or communications relating to the matter.

Upon receiving your complaint, we will:

- Acknowledge receipt of your complaint within 21 days
- Investigate the matter and aim to provide a response within 21 days where reasonably possible.

If additional time is required due to the complexity of the matter, we will inform you and provide an updated timeline.

4. Escalation to the Supervisory Authority

If you are not satisfied with our response or believe that your personal data has been processed in a manner that does not comply with data protection legislation, you have the right to lodge a complaint with the Information Commissioner's Officer (ICO).

Information on how to contact the ICO can be found at https://ico.org.uk.

We would appreciate the opportunity to address your concerns before you contact the ICO and therefore encourage you to raise the matter with us in the first instance.

5. Changes to this Privacy Policy

GlobalizeMe may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes.

This updated policy is effective from 14th September 2026.