

## Supplier & Business Partner Privacy Notice

**Last Updated: 16 March 2026**

This Privacy Notice explains how Lords Group companies process personal data relating to suppliers, contractors and business partners.

### Who Processes Your Data

When you supply goods or services to a Lords Group company, the relevant trading company you contract with will act as the data controller for your personal data.

Each trading company within the Lords Group is responsible for complying with UK data protection law in relation to the personal data it processes.

If you have any questions about how your personal data is handled, please contact:

 [IR@lordsgrouptrading.co.uk](mailto:IR@lordsgrouptrading.co.uk)

Your enquiry will be directed to the appropriate Lords Group company.

### Personal Data We May Process

In the course of managing supplier relationships, we may process personal data relating to individuals who work for or represent suppliers and business partners.

This may include:

- names and job titles
- business contact details (email address, telephone number, business address)
- correspondence and communications with us
- contract and account information
- payment and invoicing information
- records of meetings, discussions or negotiations

We generally obtain this information directly from you or from the organisation you represent.

### How We Use Personal Data

We process personal data for the purpose of managing our relationship with suppliers and business partners, including to:

- establish and manage supplier relationships
- negotiate, enter into and manage contracts
- place orders and receive goods or services
- manage communications and business correspondence
- process invoices and make payments
- maintain records of transactions and supplier interactions
- manage operational, commercial and supply chain activities
- comply with legal, regulatory and financial reporting obligations
- conduct supplier due diligence, fraud prevention checks and compliance screening where required

## **Lawful Bases for Processing**

Depending on the circumstances, personal data relating to suppliers and business partners may be processed on the following lawful bases:

### **Contractual necessity**

Where processing is required to enter into or perform a contract with a supplier.

### **Legal obligations**

Where processing is required to comply with applicable legal or regulatory requirements, including accounting and tax obligations.

### **Legitimate interests**

Where processing is necessary for legitimate business purposes, such as managing supplier relationships, maintaining operational records and administering contracts.

## **Compliance and Due Diligence Checks**

In certain circumstances, Lords Group companies may process personal data as part of supplier due diligence processes, including fraud prevention, sanctions screening or compliance checks required under applicable laws and internal policies.

These checks are carried out only where necessary to protect our business operations and to comply with legal and regulatory obligations.

## **Sharing Personal Data**

Personal data relating to supplier contacts may be shared where necessary with:

- other companies within the Lords Group
- IT and system service providers
- professional advisers including legal, audit and financial advisers
- logistics or operational partners where relevant
- regulatory authorities or law enforcement agencies where required by law

All third parties are required to handle personal data securely and in accordance with applicable data protection laws.

## **International Transfers**

Some service providers used by Lords Group companies may process personal data outside the United Kingdom.

Where this occurs, appropriate safeguards are implemented to ensure that personal data remains protected in accordance with UK data protection law.

## **Data Retention**

Personal data relating to suppliers and business partners is retained only for as long as necessary to fulfil the purposes for which it was collected, including to satisfy contractual, legal, accounting and regulatory requirements.

## **Your Rights**

Individuals have rights under UK data protection law including the right to request access to personal data, request correction of inaccurate data and object to certain types of processing.

Further information about these rights is available in the main Lords Group Privacy Notice.

#### **Updates to This Notice**

We may update this Supplier Privacy Notice from time to time to reflect changes in legal requirements or business practices. The latest version will always be available on our website.