

BHF IS EXECUTOR/ ADMINISTRATOR

We the British Heart Foundation (www.bhf.org.uk) will use your personal data in relation to the estate of which you and we are or are to become executors/administrators.

We have been sent your personal data by the firm of solicitors or Probate Management firm or next of kin (as appropriate) handling the estate so we can liaise with you as executor/administrator.

We process your personal data to manage our interactions with you in relation to the estate under the Will, and with other executors, beneficiaries, claimants, the Probate Registry, HMRC, the Courts, your and their lawyers, other professional advisers and commercial parties engaged to value, repair, store or sell any goods or property or provide necessary services as the need arises.

Where we are appointed under a contract we will use it to perform that contract.

It is in our legitimate interests to use your data in the ways set out above. It is also in our legitimate interests to use the following systems to manage and handle the data:

- Microsoft Outlook (for emails)
- Microsoft Office (for Word documents, Excel and other tools)
- First Class Legacy Management system

We will apply the same level of security to your and the other data as we do to our other systems to keep it safe.

Where the BHF has acted in the capacity of executor or administrator it is our policy to retain the files and corresponding data indefinitely.

You have all of your personal data rights including access, deletion, correction, blocking, challenging, and portability. For more information, please see the long form notice.