Stephenson Halliday Limited – Privacy & Cookie Notice

Privacy Notice

Stephenson Halliday Limited must gather and process certain personal information about individuals in the course of business and are committed to protecting and respecting the privacy of all visitors to our website. Following the implementation of the General Data Protection Regulations (GDPR) on 25 May 2018 we can confirm that the personal data we collect will be information provided by yourselves through the Website such as email address, name, postal address, gender, occupation, information relevant to our services and information given to us by those applying for a position within our practice.

The information we collect will be used for our own internal records allowing us to maintain contact with you for the purpose of a relevant business relationship and to send you information on the services we can provide, to manage and develop our business and operations, to process a job application for recruitment purposes, to recommend your products or services to relevant industry contacts, to meet legal requirements and to keep our site safe and secure.

We are committed to ensuring that your information is safe, and will take the relevant precautions to ensure that your personal information is treated securely. We will only retain your personal data for as long as necessary to fulfil the purpose it was collected for.

If you have any questions about our privacy policy, please email <u>info@Stephenson-Halliday.com</u> or write to: Data Protection Officer, Stephenson Halliday Limited, 30-32 Lowther Street, Kendal, Cumbria, LA9 6EA

Use of Cookies - What are Cookies and how do we use them

Cookies are small text files that are saved to your computer and enable us to analyse our web traffic and help us improve the website content and structure. A cookie allows us to check whether you are signed into the site and stores information about your preferences allowing us to present you with information you will find more relevant and interesting. Cookies do not provide us with access to your computer or any information about you, other than that which you choose to share with us.

You can use your web browser's cookie settings to determine how our website uses cookies. If you do not want our website to store cookies on your computer or device you should set your browser to refuse cookies. However doing this may affect how our website functions with some pages becoming unavailable to you. Unless you have changed your browser to refuse cookies our website will issue cookies when you visit it.

We will not use any personal information unless it is necessary to provide our services or conduct our business operations. We will not sell, rent or otherwise distribute any personal information to third parties unless we have your permission or the law requires us to do so. Any personal information we hold about you will be kept to a minimum and will not be retained for longer than reasonably necessary and is stored and processed in line with the Data Protection Act 1998 and GDPR.

Our website may contain links to other websites. Please note that we have no control of websites outside our domain. If you provide information to a website to which we link, we are not responsible for its protection and privacy.