PRIVACY POLICY

Who is Covered?

This Policy applies to anyone using the Company's Website. By submitting your information to us you agree to us using your personal information as described below.

Responsibility for Implementation of this Policy

Mrs M. Leary is primarily responsible for updating this policy and overseeing compliance with its terms.

Introduction

Hodgkinsons Solicitors is committed to preserving the privacy of all visitors to this website. Please read the following Privacy Policy to understand how we use and protect the personal information that you provide to us through this website.

Who Are We?

Hodgkinsons Solicitors Ltd is a Company. A list of names of the Directors can be viewed at our office at The Bracings 7 Heath Road Skegness Lincolnshire PE25 3ST. In accordance with the Data Protection Act 1998, we are registered as a "Data Controller" on the public register of Data Controllers as maintained by the Information Commissioner.

Collecting Information

We do not automatically collect personal information from you through our website. However, like all websites our servers automatically collect certain information about the volume and characteristics of our website traffic, the type of browser you are using, the type of operating system you are using, and the domain name of your internet service provider. We cannot identify you from this information.

We will only collect personal information about you through our website if you choose to provide this to us, for example by completing forms on various sections of our website or by emailing us directly. If you subscribe to our newsletter service, we ask for certain information including your name, address, e-mail address, job title and business details.

We may also collect information from written correspondence with you and telephone communications with you. We may supplement the information that you provide to us over our website with this information. Where applicable, we will only supplement the information with your written consent.

Using Information

Your information will enable us to provide you with any services you have requested or any enquiry submitted. We will also use and analyse the information we collect to administer, support, improve and develop the services we offer and to notify you occasionally about important changes or developments. We may also contact you from time to time for your views on our services.

Where you have consented, we may use your information to send you mailings or information which you have requested or which we feel may interest you and/or are relevant to you or your business. Such mailings may include details of seminars, updates, newsletters, briefing notes and invitations to events. If you change your mind about being contacted for any of these purposes in the future, please let us know using the contact details at the end of this Privacy Policy.

Disclosure of Information

We may disclose your personal information to Employees and third parties who act for us for the purposes set out in this Privacy Policy, for the purpose of providing you with services now or in the future and for other purposes approved by you. Those parties may process information or provide support services on our behalf, for example where our software is maintained.

We will not otherwise disclose any of the information you provide to us without your written consent unless we are required to do so to comply with applicable laws and lawful government and/or regulatory requests, to operate our systems properly or to protect our Website users and ourselves.

Security, Storage and Data Retention

The information you provide to us will be added to our database and will be held on our computers and/or in hard copy form. We will retain your information for a reasonable period or as long as the law requires.

We employ security measures to protect your information from access by unauthorised persons and against unlawful processing and damage. Unfortunately, the transmission of information via the internet is not completely secure and therefore we cannot guarantee the security of any data you disclose via this Website.

Countries outside the European Economic Area may not always have strong data protection laws. However, we will always take steps to ensure a data protection level equal to this Privacy Policy.

Accessing and updating

To help us keep our database up-to-date, we would be grateful if you would let us know as soon as any of your contact details change.

You have the right to apply for a copy of the information we hold about you by submitting a Subject Access Request to us. If you wish to do this, please contact us using the contact details set out at the end of this Privacy Policy.

Cookies

"Cookies" are small pieces of information sent by a web server (such as that used to run this website) to an individual's computer, which are then stored on the computer's hard drive.

Like many websites, we use cookies to enable us to personalise your visits to this Website, speed up your searches, keep track of the usage of this Website and recognise you when you return to our website.

Most web browsers automatically accept cookies. If you do not wish to accept cookies, you may set your browser to refuse them or to alert you when they are sent (please read the information that came with your browser software for information on how to do this). Please note that doing so may restrict your use of this Website.

Changes Privacy Policy

This Privacy Policy may change from time to time by updating this page. Please check the website periodically to inform yourself of any changes.

Contact

Any queries in relation to this policy should be addressed to Mr Che Shing Li on 01754 897150 or to his deputy compliance officer Mrs M. Leary on 01754 897 190.

Relevant Legislation:

- Data Protection Act 2018

And taking into account:

- General Data Protection Regulations 2018

Policy Review Schedule

This Policy will be reviewed by Mrs M. Leary on an annual basis, or earlier if legislative changes arise or by Management/Employee request.