

PRIVACY POLICY

James and George Collie LLP is committed to preserving the privacy of our clients and website visitors. Please read the following notice which explains how we use and protect the information that you provide.

Data we collect from you

James and George Collie LLP collects data about you:

- when you request services or otherwise provide us with your personal details (such as your name, contact details, e-mail address etc.); and
- from your usage of the website and any other information you post on the website, e-mail or otherwise send to us.

By contacting us through the website and providing personal information, you accept and agree that we have a legitimate interest and basis for the collection, storage, use and transfer of your data by us in accordance with the terms of this privacy policy.

Subscribing

You can contact us on the website to receive information from us, including legal updates or news. You can unsubscribe at any time by clicking on the “click here to unsubscribe” link provided in our emails or by contacting us direct at enquiries@jgcollie.co.uk.

Use of Data

We will only use your data:

- to supply you with the products, services and information which you have requested; and
- to help improve our services generally.

We may contact you by post or telephone as well as by e-mail. If you change your mind about being contacted in the future by any of these means then please let us know.

Security

All information you provide to us is stored on secure servers with industry standard anti-virus and firewall protection in place.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted online or through the website. Any transmission is at your own risk. Once we have received your information, we use strict procedures and security features to try to prevent unauthorised access.

Disclosure of Data

We process all data in accordance with the EU General Data Protection Regulation. We may disclose your data to other third parties who act for us in order to provide the information you have requested. Unless required to do so by law, we will not otherwise share, sell or distribute any of the data you provide to us without your consent.

Cookies

A “cookie” is a piece of software that attaches to the hard drive of your computer and remembers information about the configuration of your computer. We use cookies to track visitors’ movements through the website. When you start to use the website, you will be asked whether you agree to the use of cookies.

Your Rights

You have the right to ask for a copy of the data held by us in our records. You also have the right to require us to correct any inaccuracies in your data or delete your data.

Changes

We may make changes to this policy from time to time and any changes will be posted on this page.

Contact Us

If you have any queries or concerns regarding the use of your data or this policy then please contact our Data Protection Partner by email on dataprotection@jgcollie.co.uk. We will make all efforts to deal with any requests or concerns as speedily as possible.

If we are unable to resolve any issue to your satisfaction, you have the right to complain to the Information Commissioner’s Office. Contact information can be found at www.ico.org.uk.