

## Privacy and Cookie Policy - Summary

<b>SCOPE</b>	This privacy policy applies to Ward Hadaway, a firm of solicitors established in England. For our address details, please see 'contact us'. Our data protection registration number is Z6533228.
<b>PERSONAL INFORMATION</b>	We collect personal information directly from you through this website through online forms, cookies/web beacons and traffic data. We may also collect information from you if we deal with you face to face, over the telephone or by email, and indirectly from third parties. Some of our marketing emails contain web beacons.
<b>PURPOSES &amp; DISCLOSURES</b>	<ul style="list-style-type: none"><li>• We use this personal information to provide you with the service you have requested (e.g. book you on a seminar), if you are a client, to provide you with legal advice, if you are a supplier to manage the contract we have with you, if you are a job applicant, to process your application, if we have collected your information for marketing purposes, to inform you of our own and other joint events which may be of interest to you and for other general purposes such as improving services, quality control and performance monitoring.</li><li>• We may disclose your information to our suppliers, to other parties involved in your case, to another organisation in the context of a merger or acquisition and to our auditors.</li></ul>
<b>YOUR CHOICES</b>	<ul style="list-style-type: none"><li>• You may opt out of receiving marketing material from us</li><li>• You have the right to see the information that we have about you and to get mistakes corrected</li><li>• To exercise your rights, email <a href="mailto:privacy@wardhadaway.com">privacy@wardhadaway.com</a></li></ul>
<b>IMPORTANT INFORMATION</b>	Your information is protected by the Data Protection Act 1998. Further information may be found on the Information Commissioner's website at <a href="http://www.ico.gov.uk">www.ico.gov.uk</a> .
<b>HOW TO REACH US</b>	For further information, access or correction: <ul style="list-style-type: none"><li>• Email <a href="mailto:privacy@wardhadaway.com">privacy@wardhadaway.com</a></li><li>• Or see the full privacy and cookie policy on our website at <a href="http://www.wardhadaway.com">www.wardhadaway.com</a></li></ul>