

PRIVACY POLICY

At Architecton, your privacy is important. This Privacy Policy covers what we collect and how we use, disclose, transfer and store your information.

HOW DO WE COLLECT YOUR PERSONAL DATA?

Your personal data may be collected by us in a number of ways, including:

- during the course of dealings with you for or on behalf of a client;
- when you contact us, for example, to enquire about our services;
- when we collect publicly available information about you or your business (including through web resources) and when we collect your personal data from our clients, consultants, suppliers and other advisers

WHAT INFORMATION DO WE COLLECT?

The categories of your personal data that we may collect include the following:

- Contact details (including names, postal addresses, email addresses and telephone numbers);
- Professional information such as job titles, previous roles, and professional experience and qualifications;
- Where you provide the information to us, information concerning your interests both business and personal;

WHAT DO WE USE YOUR INFORMATION FOR?

We process personal information about you for the following purposes:

- To carry out services we have agreed to provide to you;
- To comply with legal and professional obligations; and
- To disclose your information as set out below.

Cookies

A 'cookie' is a small piece of information sent by a web server to a web browser, which enables the server to collect information back from the browser (learn more about cookie usage). 'Cookies' are frequently used on websites and you can choose if and how a cookie will be accepted by configuring your preferences and options in your browser.

WE DO NOT DISCLOSE ANY INFORMATION TO OUTSIDE PARTIES

We do not sell on or rent out the information collected via our website, or otherwise provided to us.

We may disclose your information to third parties in the following circumstances:

We are under a legal, regulatory or professional obligation to do so (for example, in order to comply with anti-money laundering requirements);

You have consented to us sharing your information in this way;

- If we use a third party service provider to provide services that involve data processing, translation, technology, research, banking and payment, client contact, data entry and processing, litigation support, marketing and security services and other similar services;
- In order to investigate or respond to or resolve problems or inquiries or defend our interests (including, but not limited to, professional indemnity insurers, brokers, auditors and other professional advisors).

THE INTERNET

This website may, from time to time, contain links to other websites which are outside of our control and are not covered by this Privacy Policy. We do not accept any responsibility or liability for other sites' privacy policies. If you access other websites using the links provided, please check their policies before submitting any personal information.

SECURITY

Using the internet to collect and process personal information necessarily involves the transmission of information on an international basis. The transmission of information via the internet is not completely secure; any transmission is at your own risk. Although we do our best to protect personal information, we cannot guarantee the security of your information transmitted electronically. Once we have received your information, we will use appropriate procedures and security features to try to prevent unauthorised access.

YOUR CONSENT

By using our site or providing to us your personal information you consent to the use of that information as set out in this Privacy Policy.

ACCESS TO, UPDATING AND CORRECTING YOUR INFORMATION

The privacy law gives individuals the right to access and amend their personal information. If you would like to request a copy of your information or would like to change the information we hold about you, please contact us.

We want to ensure that your information is accurate and up to date. If any of the information that you have provided to us changes, for example if you change your email address or name, please let us know the correct details by sending an email to info@architecton.co.uk

You may ask us, or we may ask you, to correct information you or we think is inaccurate, and you may also ask us to remove information which is inaccurate

CHANGES TO OUR PRIVACY POLICY

If we decide to change our privacy policy, we will post those changes on this page, and/or update the Privacy Policy modification date below.

This policy was last modified on September 2020.