

Contact Privacy Notice for The Rowleys Partnership Limited

At The Rowleys Partnership Limited (Rowleys), we take your privacy very seriously, and this policy means that we hold information under the Data Protection Act 1998, and the new General Data Protection Regulation (GDPR) effective May 2018. This policy contains important information about what to expect when Rowleys collects personal information about you when you visit our website, or when you subscribe to our marketing communications. It also explains the specific ways we use and disclose that information, and lays out what you can do should you have any queries or concerns.

This policy applies to information we collect about:

- Visitors to our website
- People that sign up for our newsletter or email alerts

For the purpose of Data Protection legislation (which term includes, but is not limited to, the Data Protection Act 1998 and any successor legislation as well as the General Data Protection Regulation once that comes into force), the data controller is Rowleys. In relation to all your personal data that we hold, we will observe our obligations under the Data Protection legislation and the Data Protection Principles.

The information we collect about you

When you sign up to our advisory services, email alerts or pass on your business card we may collect the following personal information from you;

- Name and job title
- Email address and telephone number
- Company name and address

How we will use the information about you

When using the various sections of our website or when agreeing to receive our email alerts, you will be given the opportunity to provide your consent to Rowleys holding personal information through opting in. By providing your consent you agree to Rowleys sending you communications.

We will use your information for marketing purposes to provide you with details of professional services and promotions, as well as informing you of relevant news and legal developments. Rowleys will only use your information in this manner if you consent for Rowleys to do so.

We will not share your personal information with any third parties unless given consent to do so. We take your privacy extremely seriously, and will never sell your information to any third party.

You can change your communication preferences at any time, in such circumstances you can contact us at post@rowleys.biz.

How we protect your information

Your information will be stored securely in our web files. We will also hold your data on MailChimp servers which are located in the United States, so your information may be transferred to, stored, or processed in the United States. MailChimp participates in and has certified its compliance with the EU-U.S. Privacy Shield Framework. To learn more about how your data will be stored through MailChimp, you can view their privacy policy [here](#). We may also hold your data on our secure customer relationship management (CRM) systems.

Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

Access to your information and updating and correcting your information

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please send an email to post@rowleys.biz - your right of access can be exercised in accordance with the Data Protection legislation.

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

Changes to Privacy policy

We retain the right to alter this privacy policy without notifying users of the changes made. Updating our privacy policy helps to improve your experiences with us and helps to protect us as well as you. A new and updated Privacy Policy will be posted when in place and will be in effect immediately after posting. The most recent version of the Privacy Policy is 11 April 2018.

Links to other websites

Our website may contain links to other websites. This Privacy policy applies only to the Rowleys website so when you access links to other websites you should also read their own privacy policies.

Questions or concerns

If you have any questions, concerns or comments about our privacy policy, or if you want to update, delete, or change any Personal Information we hold, please use our contact form or email us directly at post@rowleys.biz.