

## Privacy statement

This is the privacy statement of A H Worth and Company Limited (“AHW”) which applies to the goods and services offered by AHW including its websites and any AHW Group, affiliate or subsidiary (as the Data Controller) and website that has a link to this privacy statement.

This privacy statement describes how AHW may collect, use and share information from or about you and explains how the information may be used. By visiting AHW Group company websites or engaging in business with AHW Group companies you are accepting and consenting to the practices described below.

## Information we may collect and use

When you contact us or visit this site, we may collect certain types of information from you, such as information you voluntarily provide via enquiries, forms, surveys, quotations, orders including but not limited to name and job title, contact information including email address, telephone numbers, demographic information such as postcode, preferences, etc. We may use the information gathered from you:

- To perform our contract with you for goods or services or to provide you with information about products and services you have requested from us;
- For our own legitimate business interests such as governance, accounting and managing our business operations;
- To comply with legal and regulatory obligations and related disclosures;
- For internal record keeping;
- To improve our products and services;
- To improve the content of the website and make it more useful.

# Cookies

We use cookies to provide the services and features offered on our website, and to improve our user experience. Cookies are small files or other pieces of data which are downloaded or stored on your computer or other device, that can be tied to information about your use of our website (including certain third party services and features offered as part of our website).

You can set your browser not to accept cookies however please note that some of our website features may not function properly or experience interruption.

## How we share your data

In order to deliver our goods and services we may share information as required or as permitted by law with:

- Companies within the AHW group (including any company which is a subsidiary of our holding company);
- Companies who help us provide goods and or services you have requested to you;
- Our professional and legal advisers, including our auditors;
- Government bodies and agencies e.g. HMRC.

We do not share your information for marketing purposes with any other companies.

We do not transfer personal information to other countries outside of the European Economic Area. In the event this were required we would be responsible for making sure that your information continues to be protected.

From time to time our websites may contain links to and from third party websites. Please note that these websites have their own privacy policies and we do not accept any responsibility or liability for these. Please check these policies before you submit any personal information to them.

## How long will we hold personal information?

We will only hold your personal information for as long as we hold a relationship with you other than for statutory, legal and regulatory purposes where prescribed minimum retention periods exist.

## **What are your rights and choices?**

In certain circumstances, by law you have a right to request access to, update, correct or have your own personal information held by AHW deleted. If you want to do so or if you have any questions about how we process your personal information please contact us by email on :

privacy@ahworth.co.uk;

By telephone on 01406 490000;

Or write to us at: A H Worth and Company Limited, Fleet Estate Office, Manor Farm, Holbeach Hurn, Spalding, Lincolnshire, PE12 8LR.

You also have a right to complain to the supervisory authority, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF (tel: 0303 123 1113 local rate).

## **Privacy policy statement changes**

AHW may change this privacy policy from time to time. When such a change is made, we will post a revised version online. Changes will be effective from the point at which they are posted. It is your responsibility to review this privacy policy periodically so you're aware of any changes.

This privacy policy was last reviewed in May 2018.