

PRIVACY POLICY

INFORMATION

They Conybeare Solicitors is committed to protecting your privacy. This privacy policy explains our data processing practices, how we comply with the Data Protection Act 1998, and your options regarding the way in which your personal data is used. If you have any requests concerning your personal information or any queries with regard to our processing, please [contact us](#) (link to contact page) or send an email to law@conybeare.com.

Information

Information we collect about you is received from various sources, including:

- ◆ information provided to us by you on our engagement as solicitors
- ◆ contacts made by us during the course of our business
- ◆ information provided to us on forms submitted via our website
- ◆ requests from individuals to be added to our lists
- ◆ responses to invitations to seminars and other events

How we use this information

We may use your personal information to:

- ◆ generally carry on our business;
- ◆ administer our site and to improve your browsing experience by personalising it;
- ◆ enable your use of any online services available on our site, including the supply of goods and/or services purchased via our site;
- ◆ send statements and invoices to you, and collect payments from you;
- ◆ send you general (non-marketing) commercial communications;

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- ◆ send you email notifications which you have specifically requested;
- ◆ send to you our News, Views and Legal Updates as well as other marketing communications relating to our business which we think may be of interest to you by post or, where you have specifically agreed to this, by email or similar technology (you can inform us at any time if you no longer require marketing communications);
- ◆ invite you to events such as seminars, conferences or receptions;
- ◆ provide third parties with anonymised information about you which cannot identify any individual;
- ◆ deal with enquiries made by you relating to our site and the services which we provide; and

All our partners, employees, agents and associates, as well as any third parties we may retain to process your personal information, are required to keep your information confidential.

Sometimes you may receive from us information which is not of interest. At any time that you wish to stop receiving such information, then you may contact us to be removed. Please contact Steven Conybeare or send an email to law@conybeare.com.

Please note that we may process any information about you which we hold by sharing your information with our associated legal counsel, associated law firms and/or their offices around the world as well as any third parties who provide services on our behalf or such third parties we have retained on your behalf. This may include countries outside of the European Economic Area which do not have equivalent data protection laws. In addition, information that you submit to us for publication on our site will be published on the internet and may be available, via the internet, around the world. We cannot prevent the use or misuse of such information by others.

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We will only disclose your information where you have given your consent or where we are required to do so by law, or where we believe it is necessary for the purpose of conducting our business or in connection with legal proceedings or in order to exercise or defend legal rights.

Cookies

A cookie consists of information sent by a web server to a web browser, and stored by the browser on your computer. The information is then sent back to the server each time the browser requests a page from the server. This enables the web server to identify and track the web browser.

We may use session cookies and/or persistent cookies on our site. Session cookies help us to keep track of you whilst you navigate our site in order to enable us to evaluate and improve our site. Persistent cookies help our site to recognise you when you visit. We may use this information to compile statistical data on the use of our site either independently or using third party analytical services. Information obtained is on an anonymous, aggregated basis and you cannot be identified from this.

Session cookies should be automatically deleted from your computer when you close your browser. Persistent cookies will remain stored on your computer until deleted, or until they reach a specified expiry date.

You are not obliged to accept a cookie that we send to you, and you can in fact modify your browser so that it will not accept cookies. If you want to know how to do this please look at the help menu on your browser. However, such rejection of cookies may have an adverse effect on your browsing experience on our site.

By using our site and agreeing to our Privacy Policy, you consent to our use of cookies in accordance with the terms of our Policy.

Security

We use data storage and security techniques to protect information we hold from. We will take reasonable technical and organisational precautions to prevent unauthorised access to your personal information, including its improper use or disclosure, unauthorised modification or unlawful destruction. However, any data transmission over the internet is inherently insecure and we cannot guarantee the security of information sent over the internet.

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Amendments

We may update this privacy policy from time-to-time by posting a new version on our site. You should check this page occasionally to ensure you are happy with any changes. We may also notify you of changes to our privacy policy by email.

Third party websites

Our site contains links to other websites which are outside of our control and which are not covered by this Privacy Policy. We are not responsible for the privacy policies or practices of such third party websites.

Updating information

Please let us know if the personal information which we hold about you needs to be corrected or updated.

Contact

Information about you is held in a database. You may at any time request to see and amend this information. You may instruct us not to process your personal information for marketing purposes by email at any time, although we will provide you with an opportunity to opt-out when we contact you. If you wish to see or amend your personal information or if you wish to opt-out from receiving marketing materials or if have any questions about our Privacy Policy or how we deal with your personal information, please write to us by email to law@conybeare.com or by post to Clearwater House, 3rd Floor, 4-7 Manchester Street, London W1U 3AE.

Data controller

The data controller responsible in respect of the information collected on this website is Steven Conybeare.