# **Privacy Policy**

Johanna Davies & Johanna Davies Marketing are trading names of Davies & Verhage Ltd

A privacy policy is a public statement of how our company applies data protection principles to processing data under the UK Data Protection Act 2018 and subsequent UK GDPR framework.

Davies & Verhage Ltd is committed to protecting your privacy and all personal information is held securely. We do not share or sell your personal information to others and your personal information will not be disclosed to any third party without your consent unless required by law.

Please read this policy carefully to understand our views and practices regarding your personal data and how we will treat it. By using our website www.johannadavies.co.uk and any other website on which this policy is posted or expressly referenced, you are accepting and consenting to the practices set out in this policy. Please do not use this site unless you agree with this policy.

For the purposes of the Data Protection Act 2018 and the General Data Protection Regulation 2018 (GDPR) under the UK GDPR framework, the data controller is Davies & Verhage Ltd, Valley View Barn, Upper Twinhoe, Bath BA2 8QX.

## Online privacy policy

Our Online Privacy Policy applies only to our online activities and is valid for visitors to our website with regards to the information that visitors share and that we collect. This policy is not applicable to any information collected offline or via channels other than this website and our associated social channels. For further information about our wider Data Protection Policy and how your personal data is collected and processed, please contact us at hello@johannadavies.co.uk.

### Personal data we collect

Your personal data is primarily provided to us when you correspond with us by e-mail as part of our business with you. Any of your personal data contained in that correspondence will be retained by us and may include some or all the following:

- 1. Name and address
- 2. Email address
- Location
- 4. Further details provided by you as part of your enquiry

### Messages

Messages sent by you will be forwarded to our inbox hello@johannadavies.co.uk.

### Why we collect your data

We may use your personal information to respond to your inbound email enquiry and subsequently enter a contract with you to supply services.

#### Consent

By submitting your information to us via the website you have given Davies & Verhage Ltd permission to collect and store your data and to process your information for legitimate business purposes.

#### **Data retention**

Davies & Verhage Ltd will retain your personal information only for as long as is necessary for the purposes set out in this privacy policy. We will retain and use your information to the extent necessary to comply with our contractual obligations, legal obligations, resolve disputes, and enforce our policies.

# Your rights under GDPR

As a UK resident, you have certain data protection rights. If you wish to be informed the personal information that we hold about you and if you want it to be removed from our systems, please contact us at <a href="mailto:hello@johannadavies.co.uk">hello@johannadavies.co.uk</a>.

In certain circumstances, you have the following data protection rights:

- The right to access, update or to delete the information we have on you
- The right of rectification
- The right to object
- The right of restriction
- The right to data portability
- The right to withdraw consent

Further information regarding your rights can be found here.

## Log files

Davies & Verhage Ltd follows a standard procedure of using log files. These files log visitors when they visit websites. All hosting companies do this and a part of hosting services' analytics. The information collected by log files include internet protocol (IP) addresses, browser type, Internet Service Provider (ISP), date and time stamp, referring/exit pages, and possibly the number of clicks. These are not linked to any information that is personally identifiable. The purpose of the information is for analysing trends, administering the site, tracking users' movement on the website, and gathering demographic information.

#### Cookies

Our site uses cookies. If you decide at any time that you no longer wish to accept cookies from our services, then you can instruct your browser, by changing its settings, to stop accepting cookies or to prompt you before accepting a cookie from the websites you visit. Consult your browser's technical information. If you do not accept cookies, however, you may not be able to use all portions of the website services or all functionality of the website. For further information on cookies, please visit www.allaboutcookies.org

## **Web Beacons**

On occasion, Davies & Verhage Ltd's website will use web beacons. Web beacons, tags and pixels are electronic files that allow us to generate statistics about how the site is used and therefore, adjust our content to better respond to visitors' interests. Facebook pixels allow us to monitor the success rates of our advertisements and create custom audiences based on site traffic. For further information on web beacons please click here

To opt out of targeted advertising on the following platforms, you can find our more information by clicking on the relevant platform below.

Facebook

Google

**Instagram** 

## **Analytics**

Like many other websites, this website uses Google Analytics to help us understand how visitors us this website. Google Analytics uses 'Cookies' which are text files placed on your computer to collect internet logs and visitor behaviour anonymously. The information generated is transmitted to Google and used to evaluate visitor use and to create statistical reports of website activity for Davies & Verhage Ltd.

We will never use the statistical analytics tool to track or collect any personally identifiable information of visitors to this site. We will not link or seek to link an IP address with the identity of a computer user, nor shall we associate any data gathered from this site with any personally identifiable information from any other source unless you explicitly submit that information via a fill-in form on our website.

## Third party privacy policies

Davies & Verhage Ltd's Privacy Policy does not apply to other websites to which this site links, so we advise that you consult the respective privacy policies of these third-party sites for more detailed information.

#### Embedded content from other sites

Articles on this site may include embedded content such as videos, images, publications and articles. Embedded content from other websites behaves in the exact same way as if the visitor has visited the other website. These websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracking your interaction with the embedded content if you have an account and are logged in to that website.

### Minors' information

A major priority is child protection online. We encourage parents and guardians to observe, participate in, and/or monitor and guide the online activity of minors. Davies & Verhage Ltd does not knowingly collect any Personal Identifiable Information from children under the age of 12. If you think that your child provided this kind of information on our website, we strongly encourage you to contact us immediately and we will do our best efforts to promptly remove such information from our records.

### **Changes to our Online Privacy Policy**

We may amend this privacy policy at any time so please review it frequently and at least each time you submit personal information to us. The date at the bottom of this page will be amended each time this policy is updated.

#### **Contact Details**

If you have any questions, comments or requests regarding our online privacy policy or the Davies & Verhage Ltd website, please email us at hello@johannadavies.co.uk.

## **Local Supervisory Authority**

The Information Commissioners Office (ICO) is the Data Protection Authority in the UK, tasked with investigating individual Data Protection related complaints. The website can be found via the following link: https://ico.org.uk/.

#### Consent

By using our website, you hereby consent to our privacy policy and agree to its terms.