

## **TandonHildebrand Website Privacy Policy**

TandonHildebrand (“We”) are committed to protecting and respecting your privacy.

This policy (together with our terms and conditions) sets out the basis on which any personal data we collect from you or that you provide to us through or via our website will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

For the purpose of applicable data protection legislation (the General Data Protection Regulation) and any legislation which implements it), the data controller is TandonHildebrand Law Limited, which has its registered office at 119 The Hub, 300 Kensal Road, London, W10 5BE.

Please see our terms and conditions for a description of our relationship with TandonHildebrand and MBC Law Ltd. If you are a client of MBC Law Ltd then the use of your personal data collected from you or provided by you in connection with that relationship will be governed by the separate letter of engagement and terms of business supplied to you. If you wish to become a client you must follow the standard client engagement process. Please contact us at [hello@tandonhildebrand.com](mailto:hello@tandonhildebrand.com) in the first instance.

### **Information we collect from you**

We may collect and process the following personal data about you:

- This is information about you that you give us by filling in forms on [www.tandonhildebrand.com](http://www.tandonhildebrand.com) (our site) or by corresponding with us by phone, e-mail or otherwise. The information you give us may include your name, address, e-mail address and phone number.

### **Information we collect about you**

- With regard to each of your visits to our site we may automatically collect the following information: technical information, including the Internet protocol (IP) address used to connect your computer to the Internet browser type and version, time zone setting, browser plug-in types and versions, and operating system and platform; information about your visit, including the full Uniform Resource Locators (URL), page response times, download errors, and page interaction information (such as scrolling, clicks, and mouse-overs).
- If you contact us we may keep a record of that correspondence.

**Before us, there is you.**

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Chalk Farm Rd Camden Town  
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t. +44 (0) 2035 531 278  
w. [tandonhildebrand.com](http://tandonhildebrand.com)

## **Purposes and legal basis for using your personal data**

We use your personal data to pursue our legitimate interests in telling you about the services we provide, improving our website, services and other interactions with you and other users, including as follows:

### **We will use information you give to us:**

- to provide you with the information that you request from us or TandonHildebrand or MBC Law Ltd;
- to provide you with information about the services offered by TandonHildebrand and/or MBC Law Ltd;
- to administer our site
- to ensure that content from our site is presented in the most effective manner for you and for your computer;
- to deal with any correspondence you send to us.

### **We will use the information we collect about you:**

- to administer our site and for internal operations, including troubleshooting, data analysis, testing, research, statistical and survey purposes;
- to improve our site to ensure that content is presented in the most effective manner for you and for your computer;
- to improve our site in the longer term by understanding how you and other users interact with our site;
- as part of our efforts to keep our site safe and secure;
- to contact you with respect to the services we provide.

In some cases we may also use your information to comply with our, TandonHildebrand's or MBC Law Ltd's legal obligations or in connection with performing a contract you have with TandonHildebrand or MBC Law Ltd.

## **Cookies and Analytics Tools**

Our website uses cookies to distinguish you from other users of our website. This helps us to provide you with a good experience when you browse our website and also allows us to improve our site. We also use analytics tools to understand user behaviour on our site. For more detailed information on the cookies and analytics tools we use and the purposes for which we use them see our Cookie Policy below.

## **Disclosure of your information**

We may disclose your personal information to the following third parties:

- TandonHildebrand and MBC Law Ltd.
- Suppliers and sub-contractors for the performance of any contract we enter into with them, and analytics and search engine providers that assist us in the improvement and optimisation of our site.

If we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply our terms of use and other agreements; or to protect the rights, property, or safety of TandonHildebrand Law Ltd, TandonHildebrand, MBC Law Ltd, our or

their clients, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

## **Where we store your personal data**

All information you provide to us is generally stored on secure servers in the UK. However, in some cases your personal data may also be transferred to, and stored in, a country outside the EEA. Countries outside the EEA may not have laws which provide the same level of protection to your personal data as laws within the EEA. Where this is the case we will put in place appropriate safeguards to ensure that such transfers comply with applicable data protection legislation.

Unfortunately, the transmission of information via the internet is not completely secure. 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.

## **Your rights**

Under the applicable data protection legislation you have certain rights with respect to the personal data we hold about you. These may include rights to: request a copy of the personal data that we hold, request that we correct personal data if it is inaccurate, request that we erase or block your personal data, and to object to our processing of your personal data. These rights are limited in some situations. For example, if we have a legal requirement or a compelling legitimate ground we may continue to process your data even where you request its deletion.

If you would like to exercise any of these rights, please contact us on [hello@tandonhildebrand.com](mailto:hello@tandonhildebrand.com).

You also have the right to make a complaint if you feel your personal data has been mishandled. We encourage you to come to us in the first instance but you are also entitled to complain directly to the Information Commissioner's Office (ICO) (if you are in the UK), or to your local data protection authority (if you are outside the UK).

## **How long we keep your information**

How long we will retain your personal data depends on the purpose for which we use it and so may vary. We will only retain it for as long as is necessary for the applicable purposes and as is necessary to comply with our legal obligations. Usually we will only need to retain the information while you use our site and for a short period afterwards. In any event, we will not keep more information than we need for the particular purpose. If you would like us to delete the information, please contact us and we will respond in a reasonable time and manner. Please note that we may also be required to retain certain information by law.

## **Links to other websites**

Our site may, from time to time, contain links to and from the websites of third parties. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

## **Changes to our privacy policy**

Any changes we make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail. Please check back frequently to see any updates or changes to our privacy policy.

## **Contact**

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to [hello@tandonhildebrand.com](mailto:hello@tandonhildebrand.com)

## **Cookie policy**

### **Information about our use of cookies**

Our website uses cookies to distinguish you from other users of our website. This helps us to provide you with a good experience when you browse our website and also allows us to improve our site. By continuing to browse the site, you are agreeing to our use of cookies.

A cookie is a small file of letters and numbers that we store on your browser or the hard drive of your computer if you agree. Cookies contain information that is transferred to your computer's hard drive.

We use the following cookies:

- **Strictly necessary cookies.** These are cookies that are required for the operation of our website. They include, for example, cookies that allow us to know that you have clicked 'OK' on a pop up box.
- **Analytical/performance cookies.** They allow us to recognise and count the number of visitors and to see how visitors move around our website when they are using it. This helps us to improve the way our website works, for example, by ensuring that users are finding what they are looking for easily.

Please note that third parties (including, for example, providers of external services like web traffic analysis services) may also use cookies, over which we have no control. These cookies are likely to be analytical/performance cookies. We currently use an analytics service provided by Google.

You block cookies by activating the setting on your browser that allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block all cookies (including essential cookies) you may not be able to access all or parts of our site.