

## Privacy Policy

Tanfield Chambers is committed to protecting the personal data that you provide to us and recognise the importance of being clear about how we intend to use it.

All personal data provided by you through this website will be held by Tanfield Chambers Services Limited. Our address is 2-5 Warwick Court London WC1R 5DJ. Our data protection registration number is: ZA194333.

Full details of our notified purposes can be viewed at the website of the Information Commissioner's Office [www.ico.gov.uk](http://www.ico.gov.uk)

This privacy policy relates to personal data that you provide us through the [www.tanfieldchambers.co.uk](http://www.tanfieldchambers.co.uk) website. There are hyperlinks contained within our website which link to other websites owned and operated by third parties. These third parties have their own privacy policies and we recommend that you consider those when using their websites. We do not accept any liability or responsibility in terms of the privacy and security practices of these third party organisations and their websites.

### Information we may collect from you

When you receive a service from our website we may ask you for personal data and other information to allow us to provide you with the services that you require. This could include the following:

- Full name
- Email address
- Telephone number
- Details of your enquiry
- Name of your organisation
- Curriculum vitae details (for those enquiring about jobs)

The internet is not completely secure. We cannot guarantee the security of your personal data transmitted through our website using our web forms or by email. Any transmission is at your own risk. Some of the information you provide to us may be considered sensitive personal data as defined under the Data Protection Act 1998. This means information about the data subjects ethnic or racial origin, political opinions, religious beliefs, trade union memberships, physical or mental health, sexual life or criminal record. We would advise users of this website to send such information or anything considered confidential by a more secure system such as encrypted email or fax. Our fax number is: 020 7421 5333. Sensitive personal data will only be processed following your explicit consent.

### How do we intend to use your personal data?

To provide a service: We may contact you for reasons relating to the service you have made a request for. We would use your contact details to manage this and may retain them for marketing purposes. Please refer to the marketing section below on how we may use your personal data for marketing purposes.

If you are interested in working for us we will only use your personal data to process your application, monitor recruitment and provide statistics. Personal data about unsuccessful candidates will be retained for six months after the recruitment process is completed, at which point it will be disposed of securely.

**Will my personal data be shared with other organisations?**

Your personal data provided by you via our website will only be used by Tanfield Chambers.

However, we may need to pass your personal data to one or more of our Barristers to allow us to provide you services. All of our Barristers are registered with the Information Commissioner's Office and adhere to strict security standards.

In exceptional circumstances such as dealing with fraud, credit risk, dealing with abusive online behaviour, to enforce rights, to protect property, to protect human safety, if the law required it; or if we sell or merge any part of our business, we may pass your personal data to another person or organisation to use for their own purposes. We will not otherwise disclose your personal data to anyone outside Tanfield Chambers to use for their own purpose without telling you, for example, by updating this privacy.