

# FINKERNAGEL ROSS

## Privacy Policy Statement

Finkernagel Ross is a RIBA chartered, London-based team of architects and interior designers with a distinct quality for design interpretation and architectural excellence.

Finkernagel Ross is a registered Limited Company, company number 7063115, whose registered office address is 11 Queens Road, Brentwood, Essex, CM14 4HE. The trading address is Unicorn House, 221-222 Shoreditch High Street, London, E1 6PJ.

We are committed to protecting and respecting your privacy. This privacy statement describes how to collect, use and store information and how this information is shared.

We collect data in the following ways:

- When you email us
- When you disclose information over the telephone or in person
- When you give us a business card
- When you visit our website
- When you send us your application for employment vacancies

We may hold the following information about you:

- Information that you provide to us, such as your name, address, telephone numbers and email addresses
- Analytic statistics about how and when you use our website

We may use your information in the following ways:

- Carry out our obligations arising from any contracts entered by you and us
- Internal record keeping
- Seek your views or comments on the services we provide
- Consider employing you if you have submitted an application for employment to us

We will only use the data we collect in accordance with GDPR.

- We will not share your information with any third parties for marketing purposes
- We may pass your information to our third party service providers, subcontractors and other associate organisations for the purposes of completing tasks and providing services to you. We will only disclose the information that is necessary to deliver the service
- We may transfer your information to a third party as part of any business restructuring or reorganisation

If you have given us consent to contact you, you can withdraw your consent at any time. If you wish to request a copy of the personal information we hold about you, please let us know.

We may use cookies on our website for the purpose of monitoring your activity in order to help improve the website. If you do not want us to use cookies when you visit our website, you will need to change your browser settings so that it does not accept them. We do not use cookies to store personal information.

Third party social networking sites have separate and independent privacy policies. When accessing these sites through our website ensure to check their policy. This policy only applies to our website.



If you linked to our website from a third party website, we are not responsible for the privacy policies of that third party site.

If there are any changes to this policy, we will amend as and when required. This policy is effective from 25 May 2018.

If you have any questions regarding this policy or our privacy practices, please email your query to [info@finkernagelross.com](mailto:info@finkernagelross.com).