

## **Privacy Policy**

This privacy policy applies between you, the User of the Website and Hg Landscapes Woburn Limited, the owner and provider of this website. Hg Landscapes Woburn limited takes the privacy of your information very seriously.

- 1) This privacy policy applies to our use of any and all Data collected by us or provided by you in relation to your use of the website.

The privacy policy should be read alongside, and in addition to, our Terms and Conditions, which can be found at [www.hglandscapes.co.uk](http://www.hglandscapes.co.uk)

**Please read this privacy policy carefully.**

In this privacy policy, the following definitions are used:

<b>Data</b>	Collectively all information that you submit to Hg Landscapes Woburn Limited via the Website. This definition incorporates, where applicable, the definitions provided in the Data Protection Laws;
<b>Date Protection Laws</b>	Any applicable law relating to the processing of personal Data, including but not limited to the Directive 96/46/EC (Data Protection Directive) or the GDPR, and any national implementing laws, regulations and secondary legislation, for as long as the GDPR is effective in the UK;
<b>GDPR</b>	The General Data Protection Regulation (EU) 2016/679;
<b>Hg landscapes Woburn Limited, We</b>	Hg Landscapes Woburn Limited, a company incorporated in England and Wales with registered address: 22 Cranfield Road, Lower End Wavendon, Milton Keynes MK17 8AW
<b>User or you</b>	Any third party that accesses the Website and is not either (i) employed by Hg Landscapes Woburn Limited and acting in the course of their employment or (ii) engaged as a consultant or otherwise providing services to Hg Landscapes Woburn Limited and accessing the Website in connection with the provision of such services;
<b>Website</b>	The website that you are currently using, <a href="http://www.hglandscapes.co.uk">www.hglandscapes.co.uk</a> , and any sub-domains of this site unless expressly excluded by their own terms and conditions.

### **2) In this privacy policy, unless the context requires a different interpretation:**

- A singular includes the plural and vice versa;
- Reference to sub-clauses, clauses, schedules or appendices or sub-clauses, clauses, schedules or appendices of this privacy policy;
- A reference to a person includes firms, companies, government entities, trusts and partnerships;
- “including” is understood to mean “including without limitation”
- Reference to any statutory provision includes any modification or amendment of it;
- The headings and sub-headings do not form part of this privacy policy

### **3) Scope of this Privacy Policy**

- This privacy policy applies only to the actions of Hg Landscapes Woburn Limited and Users with respect to this website
- For purposes of the applicable Data Protection Laws, Hg Landscapes Woburn Limited is the ‘data controller’. This means that Hg Landscapes Woburn Limited determines the purposes of which and the manner in which you’re Data is processed.

**4) We may collect the following Data, which includes personal Data, from you:**

We collect information from you when you register on our site, or fill out a form from Marshalls register. When registering on our site, as appropriate, you may be asked to enter your name, e-mail address, mailing address or phone number. You may, however, visit our site anonymously. In each case, in accordance with this privacy policy.

**5) How we collect Data**

- We collect Data in the following ways:
  - (a) Data is given to us by you, the client, or Marshalls/ HTA APL/ or Londonstone Websites; and
  - (b) Data is given to us by Designers.

Like most websites, we use cookies and/or web beacons to enhance your experience, gather general visitor information, and track visits to our website.

**6) Do we use Cookies**

Yes (Cookies are small files that a site or its service provider transfers to your computers' hard drive through your Web browser (if you allow) that enables the sites or service providers systems to recognise your browser and capture and remember certain information.

We use cookies to understand and save your preferences for future visits, and keep track of advertisements and compile aggregate data about site traffic and site interaction so that we can offer better site experiences and tools in the future. We may contract with third-party service providers to assist us in better understanding of our site visitors. These service providers are not permitted to use the information collected on our behalf except to help us conduct and improve our business.

If you prefer, you can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies via your browser settings. Like most websites, if you turn your cookies off, some of our services may not function properly.

**7) Data that is given to us by you**

Hg Landscapes Woburn Limited will collect your Data in a number of ways, for examples:

- When you contact us through the website, by telephone or email
- When you use our services;

**8) Who we share Data with**

We may share your Data with the following groups of people for the following reasons:

- Our employees and our Suppliers; in each case, in accordance with this privacy policy.

**9) Keeping Data Secure**

We will store your Data on secure servers and Accounts Software

**10) Your Consent**

By using our site, you consent to our privacy policy.

**11) Changes to this privacy policy**

Hg Landscapes Woburn limited reserves the right to change this privacy policy as we may deem necessary from time to time or as may be required by law. Any changes will be immediately posted on the website and you are deemed to have accepted the terms of the privacy policy on your first use of the website following the alterations.