

PRIVACY

ABOUT CHER CHEVALIER, SPIRITUAL ADVISER

Cher Chevalier, www.spiritualadviser.co.uk is committed to protecting your privacy. This privacy policy (Privacy Policy) tells you how we collect, store, process and use personal information about any person that uses our services or website and tells you about your privacy rights and how the law protects you.

This privacy notice describes the way we treat and use personal data that we collect. By using this website and our services you agree to your personal information being processed in accordance with this Privacy Policy. You should read this Privacy Policy in conjunction with our Terms and Conditions of Use (T&Cs).

We may collect and process information about you that you provide to us through your use of our services or our website regardless of where you visit it from.

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 the Data Protection Act 1998 (the Act) and the EU General Data Protection Regulation (GDPR), the data controller is Cher Chevalier/www.spiritualadviser.co.uk of 103 Friern Barnet Road, Friern Barnet, London, England N11 3EU. Our ICO registration number is ZA476015.

Our nominated Data Protection Officer (DPO) is Cher Chevalier and you may contact our DPO to find out more about the way we treat and use personal data via email at info@spiritualadviser.co.uk.

You have the right to make a complaint at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues (www.ico.org.uk). We would, however, appreciate the chance to deal with your concerns before you approach the ICO so please contact us in the first instance.

WHAT INFORMATION DO WE USE?

We will collect and process the following data about you:

- **Information you give us about you.** This is information about you that you give us by corresponding with us by phone, e-mail or otherwise. It only includes basic personal data required for you to find out more about our services and when you report a problem with our website. The information you give us may include your full name, e-mail address and phone number.
- **Information we collect about you.** With regard to each of your visits to our website we will 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, operating system and platform;
 - information about your visit, including the full Uniform Resource Locators (URL), clickstream to, through and from our website (including date and time), products you

viewed or searched for, page response times, download errors, length of visits to certain pages, page interaction information (such as scrolling, clicks, and mouse-overs), methods used to browse away from the page.

- **How we may use your personal information:** We (or third-party data processors acting on our behalf) may collect, store and use your personal information for the following purposes:
 - to provide our services, activities or online content and to provide information about our services, activities and online content which may be tailored to your individual tastes.
 - to provide you with services that you request.

CHANGE OF PURPOSE

We will only use your personal data for the purposes for which we collected it, unless we reasonably consider that we need to use it for another reason and that reason is compatible with the original purpose. If you wish to get an explanation as to how the processing for the new purpose is compatible with the original purpose, please email us at info@spiritualadviser.co.uk.

If we need to use your personal data for an unrelated purpose, we will notify you and we will explain the legal basis which allows us to do so.

Please note that we may process your personal data without your knowledge or consent, in compliance with the above rules, where this is required or permitted by law.

HOW DO WE SHARE YOUR INFORMATION?

You acknowledge and agree that from time to time we have the right to share your personal information with:

- Selected third parties including:
 - Google LLC. (“Google”) based in the US, for the storage of documents that include your personal data on Google Drive, the use of Gmail in order to contact you about any services we provide to you and Google Contacts to store and maintain our clients’ details;
 - select business partners, suppliers and sub-contractors for the performance of any contract we enter into with you.

We will disclose your personal information to third parties:

- in the event that we sell or buy any business or assets, in which case we will disclose your personal data to the prospective seller or buyer of such business or assets.
- if www.spiritualadviser.co.uk or substantially all of its assets are acquired by a third party, in which case personal data held by it about its customers will be one of the transferred assets.
- 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 **Website Terms and Conditions** and other agreements; or to protect the rights, property, or safety of www.spiritualadviser.co.uk, our customers, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

We will not disclose, sell or rent your personal information to any third party unless you have consented to this. If you do consent but later change your mind, you may contact us and we will cease any such activity.

THE REQUIREMENTS OF DATA PROTECTION LAWS

We regard the lawful and correct treatment of your personal information by us as very important to our successful operation, and to maintaining confidence between us and our users. We ensure that our organisation treats personal information lawfully and correctly. To this end we fully endorse and adhere to UK data protection legislation and in particular to the 'Data Protection Principles' set out in the Data Protection Act 1998. In particular, without your consent or first amending this Privacy Policy to reflect any change in our usage of personal information:

- we will not use your personal information for any purpose that is incompatible with this Privacy Policy;
- we will only collect sufficient personal information for the uses set out above;
- we will endeavour to keep your personal information up-to-date;
- we will not retain your personal information longer than necessary unless required to do so by law;
- we will operate appropriate technical and organisational processes to protect your personal information against unauthorised or unlawful access or processing and against accidental loss or destruction. The detailed measures we take are described elsewhere in this Privacy Policy; and
- we will not transfer your personal information to any country unless safeguards are in place to protect your personal information to the standards that apply within the EU.

WHERE DO WE STORE YOUR INFORMATION?

All personal data we process is processed by our staff in the UK however for the purposes of IT hosting and maintenance this information is located on servers within the European Union.

Google is based outside the European Economic Area (EEA) so their processing of your personal data will involve a transfer of data outside the EEA.

Whenever we transfer your personal data out of the EEA, we ensure a similar degree of protection is afforded to it by ensuring at least one of the following safeguards is implemented. Google is part of the Privacy Shield which requires it to provide similar protection to personal data shared between the Europe and the US.

Please contact us at info@spiritualadviser.co.uk if you want further information on the specific mechanism used by us when transferring your personal data out of the EEA.

Once we have received your information, we have a Data Protection regime in place to oversee the effective and secure processing of your personal data and we will use strict procedures and security features to try to prevent unauthorised access.

However and 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 website at transmission stage; any transmission is at your own risk.

HOW LONG DO WE KEEP YOUR INFORMATION FOR?

In some circumstances you can ask us to delete your data. See below for further information.

We are required under UK tax law to keep your basic personal data (name, address, contact details)

for a minimum of 6 years after which time it will be destroyed. In all other circumstances we will keep your data for up to 6 months, this does not apply to ongoing clientele.

In some circumstances we may anonymise your personal data (so that it can no longer be associated with you) for research or statistical purposes in which case we may use this information indefinitely without further notice to you.

WHAT ARE YOUR RIGHTS?

If at any point you wish to know which information we are processing about you, or if you do not wish for us to process your information anymore or if you believe the information we process on you is incorrect or obsolete you can request to see this information and/or have it corrected or deleted by us by contacting us at info@spiritualadviser.co.uk. We will fulfil your request to exercise your rights within a month and at no cost.

THIRD-PARTY LINKS

This website may include links to third-party websites, plug-ins and applications. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. We do not control these third-party websites and are not responsible for their privacy statements. When you leave our website, we encourage you to read the privacy notice of every website you visit.

CHANGES TO OUR PRIVACY NOTICE

Any changes we make to our privacy notice in the future will be posted on this page.

COOKIES POLICY

Visiting Spiritual Adviser with your browser settings adjusted to accept cookies tells us that you consent to our use of cookies.

WHAT ARE COOKIES?

A cookie is a small text file that can be saved on your computer when you visit certain websites. You can think of cookies as providing a 'memory' for websites, enabling them to recognise you and show the information you expect. Cookies are not programs and therefore cannot contain viruses or other malicious software.

HOW DOES SPIRITUAL ADVISER USE COOKIES?

We use cookies to build up a profile of how our users typically use www.spiritualadviser.co.uk and we use this information to help make our website as efficient as possible. The cookie-related information is not used to identify you personally. They do allow us to track how many unique users we have and how often they visit www.spiritualadviser.co.uk; they are used for statistical purposes only.

THIRD-PARTY COOKIES

Some third parties may use their own anonymous cookies to track how many times you have seen a particular advertisement or visited a particular site. www.spiritualadviser.co.uk can't read or write these third-party cookies, nor can third parties access the cookies that we use.

CAN I TURN COOKIES OFF?

If you are primarily concerned about third-party cookies, you can turn these off. All modern browsers allow you to change your cookie settings. To learn more about cookies and how to disable them please visit the following site: http://ico.org.uk/for_the_public/topic_specific_guides/online/cookies.