

## **TalktoMargie.com Privacy/Data Protection Policy**

At TalktoMargie.com, we collect and process "personal data" and/or "sensitive personal data" as defined in the Data Protection Act 1998. This may be data on our clients, their staff/suppliers as well as data within our own administrative systems. All data are processed in accordance with the legislation. All feasible security measures are in place. Part of our compliance is the registration of the purposes for which we process data with the Information Commissioner's Office (ICO) – the "Notification". This Notification is available on the Public Register of Data Controllers at [www.ico.gov.uk](http://www.ico.gov.uk).

We may share data with third parties as part of our contracted services and/or as required by UK law. We cannot accept any liability for any processing conducted outside our remit.

In line with recent amendments to Regulation, we have conducted a "cookie audit" on our website. We currently utilize two cookies (text files) which interact with your system to track usage of our site and to monitor and administer use of the site. We do this to ensure we provide the best user experience on our site that we can.

None of the above affects your rights to request access to any of your personal data we may hold. Should you wish to make such a request under the legislation, please do so in writing – email is acceptable. Please note that we may charge a £10 administration fee for requests which is payable in advance and non-refundable