

# Privacy Policy

This Privacy Policy ('Policy') embodies our commitment to its protection through adherence to fair electronic information practices.

This Policy puts you, the individual, in control of how your personal information is processed. You have our promise that we will not electronically process your personal information in any way that is incompatible with this Policy.

By submitting your information you consent to the use of that information as set out in this policy.

## **This Privacy Policy protects your privacy by:**

- The types of personal information we collect about you through our Web sites;
- How it collects that information;
- The general purposes for which it collects such information;
- The types of organizations to which it discloses the information;
- The choices and means by which individuals may limit its use and disclosure.

## **Empowering you to choose**

- Whether and how certain personal information you provide is used (where such use is unrelated to the uses for which you originally disclosed it); and
- Whether and the manner in which a third party uses certain personal information you provide (where such use is unrelated to the uses for which you originally disclosed it).

## **Assuring you that Ashton Webb:**

- Takes reasonable precautions to protect personal information from loss, misuse, unauthorized access, disclosure, alteration or destruction;
- Implements reasonable policies and procedures to ensure that personal information is kept only for the purposes for which it has been gathered;
- Uses reasonable measures to ensure that we have accurately and completely recorded the personal information you have provided; and
- Provides you reasonable access to your personal information as well as procedures for correcting or modifying that information where appropriate.

## **Ensuring accountability**

Only those Ashton Webb employees that have a legitimate business purpose for accessing and handling personal information obtained by us are given authorization to do so. The unauthorized access or use of such information by an Ashton Webb employee is

prohibited and constitutes grounds for disciplinary action.

## **Notification of Changes**

We will post any changes to this Privacy Policy 30 days before their effective date so you will always know what information we collect, how we use it, and under what circumstances, if any, we disclose it. You are responsible for periodically checking our web site for changes to this Privacy Policy. Continued use of the service will signify that you agree to any such changes. You may opt-out of any posted change to our collection, use or disclosure of your personal information by sending an e-mail to [info@ashtonwebb.co.uk](mailto:info@ashtonwebb.co.uk)

If you have any questions regarding this Privacy Policy, please contact [info@ashtonwebb.co.uk](mailto:info@ashtonwebb.co.uk)

## **Definitions**

In these terms and conditions:

1. 'This website' means our presence on the Internet;
2. 'our', 'we' and 'us' means Ashton Webb and, where applicable, its officers, employees and authorised agents; and
3. 'you' and 'your' refer to any individual, company or business (whether registered by us as an investor or not) to whom we provide Services by means, including but not limited to, telephone, face-to-face contact, postal correspondence, electronic mail or via our website [www.ashtonwebb.com](http://www.ashtonwebb.com) hereon referred to as the website.