

Northlight Architects Privacy Policy

This privacy policy applies to the use of all personal information collected by Northlight Architects Ltd in accordance with current UK legislation. Our policy aims to ensure compliance with the General Data Protection Regulation (GDPR), hereafter referred to as “the regulation”. You can review the full data protection principles at www.informationcommissioner.gov.uk.

Northlight Architects identify themselves as a data controller and are registered with the UK Information Commissioner's Office (ICO), the UK supervisory authority for personal data. Our registration number is ZA374829. You may lodge a complaint with the ICO in the event of Northlight Architects' non-compliance with UK Data Protection law

Northlight Architects have no control over third party websites, which may be linked to this website and are in no way responsible for or endorse the content thereof. You are advised to read the privacy policy or statement of other websites prior to using them.

By using our site, you consent to this privacy policy

Personal information and legal basis for collection

Northlight Architects collect personal information from you when you call or email us and provide information directly to us or sign up to our newsletter. We may also collect data from other sources, such as social media or other professional service providers. We may collect information and data when you visit our site or open an email sent to you by Northlight Architects.

We rely on the following legal basis for using your data:

- To fulfil a contract or to deliver a service which you have asked us to provide
- Legitimate interest to improve and develop the services we provide.
- Your consent for us using your data for specific purposes.

If you have any concerns about privacy matters, please contact us by emailing info@northlightarchitects.co.uk

Website and cookies

When you visit Northlight Architects' website the web server automatically logs your IP address and may also gather other non-personal information, such as the type of your internet browser.

Our website may also store cookies on your computer. You can block or erase cookies from your computer if you wish but certain parts of our website are reliant on the use of cookies and may not work correctly if you set your browser not to accept cookies. If you register with us or continue to use our website, you agree to our use of cookies.

Sharing personal information

Any information you provide to Northlight Architects will only be used by us, or our agents and service providers and will not be disclosed unless we are obliged or permitted by law to do so. Third party suppliers may process this personal data on our behalf, but they will use your data for administration purposes only.

Northlight Architects do not transfer any personally identifiable information to third parties, except for trusted third parties who assist us in operating our website, conducting our business, or servicing you. Such trusted parties may have access to personally identifiable information on a need-to-know basis and will be contractually obliged to keep your information confidential. We may also release your information when we believe release is

appropriate to comply with the law, enforce our site policies, or protect ours or others rights, property, or safety. However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising, or other uses.

How we store your personal information

Northlight Architects use leading technologies and encryption software to safeguard your data and keep strict security standards to prevent any unauthorised access to it. We will retain personal information only for the period necessary for us to fulfil the purpose for which your data was obtained. If we retain your personal information beyond this time we will do so to meet our own legitimate needs, or as required to do so by law.

Your rights to your personal information

You have certain rights as to the management of your personal information that we hold for you and you have the right to access information held about you. You can exercise any of these rights by contacting us.

Changes to this policy

If we change our privacy policy, we will post those changes on this page, and/or update the privacy policy modification date below.

Last updated: June 2023