**Groves Solutions Ltd Privacy Policy – July 2023**

Groves Solutions Ltd (GSoL) are committed to protecting and respecting your privacy.

This policy (together with our terms of use and any other documents referred to on it) sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us.

Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

**Information we may collect from you**

We may collect and process the following data about you:

* Information that you provide by filling in forms on our site. This includes information provided at the time of registering to use our site, subscribing to our services, posting material or requesting further services. We may also ask you for information when you report a problem with our site.
* If you contact us, we may keep a record of that correspondence.
* We may also ask you to complete surveys that we use for research purposes, although you do not have to respond to them.
* Details of your visits to our site including, but not limited to, traffic data, location data, weblogs and other communication data, and the resources that you access.

**IP Addresses etc**

We may collect information about your computer, including where available your IP address, operating system and browser type. This is statistical data about our users’ browsing actions and patterns, and does not identify any individual.

**Cookies**

Our website uses cookies to distinguish you from other users of our website. This helps us to provide you with a good experience when you browse our website and also allows us to improve our site.

**Where we store your Personal Data**

Where we have given you (or where you have chosen) a password which enables you to access certain parts of our site and/or services, you are responsible for keeping this password confidential. We ask you not to share a password with anyone.

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 site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

**Transfer of Personal Data overseas**

As the internet is a global environment, collecting and processing personal information may involve the transmission of this data internationally, including outside of the European Union. Therefore, by communicating electronically with us you acknowledge and agree to your personal data being processed in this way.

**Uses made of the information**

We use information held about you in the following ways:

* To carry out our obligations arising from any contracts entered into between you and us.
* To ensure that content from our site is presented in the most effective manner for you and for your computer.
* To notify you about changes to our service.

If you do not want us to use your data in any of these ways, please let us know.

**Disclosure of your information**

We may disclose your personal information to third parties:

* If GSoL is acquired by a third party, personal data held 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.

**Your rights**

You have the right to ask us not to process your personal data.

You can exercise your right to prevent such processing by contacting Jonathan@Groves-Solutions.co.uk or Emily@Groves-Solutions.co.uk.

Our site may, from time to time, contain links to and from the websites of other companies.  If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies.  Please check these policies before you submit any personal data to these websites.

**Access to information**

GDPR gives you the right to access information held about you. Your right of access can be exercised in accordance with GDPR. Any access request may be subject to a fee of £10 to meet our costs in providing you with details of the information we hold about you.

**Changes to our Privacy Policy**

Any changes we may make to our Privacy Policy in the future will be posted on this page and, where appropriate, notified to you by e-mail.

**Companies**

In accordance with GDPR, the company referred to within this policy is:

Groves Solutions Ltd,

350 Middle Deal Road,

Deal,

Kent CT14 9SN

**Contact**

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to Jonathan@Groves-Solutions.co.uk or Emily@Groves-Solutions.co.uk .