

Privacy Policy

At **normlawyer.com** we are committed to safeguarding the privacy of our users. We take your privacy very seriously and it is important to us that you can use and enjoy our website without having to compromise your privacy in any way.

The purpose of this policy is to explain how **normlawyer.com** will use and process your personal data. You do not have to give us any personal information in order to use most of this website. However, if you wish to contact us you will need to provide certain information on the Enquiries Form.

What information is collected?

Norman D. Kribs, the Norm in normlayer.com, is the sole owner of the information collected on this website. He does not sell, share or transfer this information except as set out in this statement.

The type of information which is collected about you includes your:

- *name*
- *contact address*
- *telephone number*
- *fax number*
- *email address*
- *date of birth*

He will not collect sensitive information about you (for example relating to racial origin or political beliefs) without your express consent.

How is the information used?

Your information is used to improve marketing, for administration and to provide legal services.

Information may also be used in aggregated information (where no individual user is identified). This information may include:

- *the URL which you came from*
- *the URL you next go to*
- *what browser you are using*
- *your IP address*

This information is used for market research and to improve site content. I believe that this allows us to monitor and improve our site and tailor it to better meet users' requirements.

I will only use the information collected about you lawfully in accordance with the General Data Protection Regulations 2018.

Use of Cookies

The website may use cookies to store information such as user ID and your session identifiers to enable me to identify whether you are registered on to the site and if so to short cut your access to the site.

***Please note if you do not want your cookie data to be tracked or collected and you do not accept our policy then please leave the website immediately.**

Calls

Please be advised that calls may be recorded for quality, monitoring, training and all other legitimate business purposes pursuant to the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000.

Who do we share the information with?

I will not disclose information we keep about you to any third parties without your prior knowledge and consent except that I reserve the right to disclose personal information to:

- **any law enforcement agency requesting it in connection with the commission of an offence;**
- **comply with applicable laws and lawful government and/or regulatory requests;**
- **protect our systems and ourselves; and/or operate our systems properly**

How do we safeguard your personal data?

Your personal information will be held securely in accordance with the General Data Protection Regulations 2018. Normlawyer.com uses safeguards to protect the confidentiality of your personal information including firewalls.

Your consent

By submitting your information and by using our website you consent to the collection and use of personal information relating to you as set out in this privacy policy. If I amend the privacy policy I shall post any changes on this page prior to going into effect so that you are aware of what information is collected how it is used and under what circumstance it's disclosed. Please check back regularly. Continued use of the service will signify that you agree to any such changes.

How can you correct any inaccuracies?

normlawyer.com is committed to ensuring that the information which it holds about you, is accurate and up to date. You can check the information that is held about you by emailing norm@normlawyer.com.

Please notify me if you find any inaccuracies providing sufficient information to identify you, so that any errors can be corrected.

By providing me with your personal information, you represent and warrant to me that all of the details you supply are true and accurate and, while I'm acting for you and for a reasonable

time thereafter, you agree to keep the data you've provided me accurate and up to date by promptly sending me any new or revised personal data.

How to access your personal data (Subject Access Request)

Under the General Data Protection Regulations 2018, current and previous clients who have provided me with data, have the right to access the data that is being held about them. Any person may exercise this right, known as a Subject Access Request, by requesting the Subject Access Request form. I'll aim to comply with requests for access to personal information as quickly as possible, and will ensure that information or a valid reason why it cannot be provided is provided within 30 calendar days.

Want to know more?

The full Privacy Policy is available by emailing a request to norm@normlawyer.com.