

Privacy Policy

Cornerstone pa services has a simple and straightforward Privacy Policy.

Cornerstone pa services will not, under any circumstances, give out or sell your information (including name and email address) to anyone.

Cornerstone pa services will only send you an email if it is important and directly related to your enquiry or service or for the purposes of services we offer.

Data Security: Cornerstone pa services has put in place security measures to prevent your personal data from being accidentally lost, used, altered, disclosed or accessed without authorisation. Cornerstone pa services has procedures in place to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach if we are legally required to.

Data Retention: Cornerstone pa services will only retain your personal data for as long as necessary to fulfil the purposes it collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements. For tax purposes the law requires us to keep basic information about our customers (including Contact, Identity, Financial and Transaction Data) for six years after they stop being customers.

Your Legal Rights: Under data protection laws you have rights in relation to your personal data that include the right to request access, correction, erasure, restriction, transfer, to object to processing, to portability of data and (where the lawful ground of processing is consent) to withdraw consent. You can see more about these rights at: <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/> If you wish to exercise any of the rights, please email Cornerstone pa services.

You will not have to pay a fee to access your personal data (or to exercise any of the other rights), however, Cornerstone pa services may charge a reasonable fee or refuse to comply with your request if it is clearly unfounded, repetitive or excessive.

You may need to provide specific information to confirm your identity and ensure your right to access your personal data (or to exercise any of your other rights). This is a security measure to ensure that personal data is not disclosed to any person who has no right to receive it.

Cornerstone pa services will respond to all legitimate requests as soon as possible.

If you are not happy with any aspect of how Cornerstone pa services collects and uses your data, you have the right to complain to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues. Should you have a complaint, it would be appreciated if you would contact Cornerstone pa services in the first instance so that we can try to resolve it for you.

Third party links

This website may include links to third-party websites, plug-ins and applications. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. We do not control these third-party websites and are not responsible for their privacy statements. When you leave our website, we encourage you to read the privacy notice of every website you visit.

Cookie Policy & Google Analytics

Use of cookies

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site. The information below explains the cookies we use and why.

Cookie	Used For
Cookie Bar (cb-enabled)	This is used to remember whether you have clicked the button to acknowledge our use of cookies. Without this, the bar would always show.
Social Media Sharing	We include Facebook and Twitter plugins on this website to help you share content that may be of interest to your social network. Some pages may also include Google+ or YouTube features which need cookies in order to work, improve service and prevent fraud. See How does Facebook use cookies See Twitter Privacy Policy See Google Privacy Policy (includes YouTube)

Taking control of your cookies

You have the ability to accept or decline cookies by modifying the settings in your browser, however you may not be able to use all the interactive features of our site if cookies are disabled. To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit www.aboutcookies.org

Google analytics

Cornerstone pa services uses Google Analytics, a web analytics service provided by Google, Inc. Google Analytics sets a cookie in order to evaluate your use of cornerstonepaservices.uk and compile reports for us on activity on the website.

Google stores the information collected by the cookie on servers in the United States. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google. By using cornerstonepaservices.uk you consent to the processing of data about you by Google in the manner and for the purposes set out above.

To opt out of being tracked by Google Analytics across all websites visit <http://tools.google.com/dlpage/gaoptout>

On acceptance of our Terms & Conditions and using Cornerstone pa services, you consent to the collection and use of your personal data as outlined above.