

# Privacy Policy

## Jennifer G. Smith Consulting Ltd

Effective Date: 23/03/2026

Jennifer G. Smith Consulting Ltd (“we”, “us”, “our”) is committed to protecting your personal data and respecting your privacy.

This Privacy Policy explains how we collect, use, and store your information when you purchase the TEAM Workplace Risk Diagnostic or interact with our website.

### 1. Information We Collect

When you purchase the diagnostic or sign up via our website, we may collect:

- Name
- Email address
- Billing information
- Company name (if provided)

Payments are processed securely through Stripe. We do not store or have access to your full card details.

Our landing pages are hosted via Carrd, which securely processes submitted information on our behalf.

### 2. How We Use Your Information

We use your information to:

- Process your purchase
- Deliver your PDF diagnostic
- Send transactional emails (e.g., receipts, delivery confirmation)
- Respond to enquiries
- Send marketing communications (only where you have opted in)

You can unsubscribe from marketing emails at any time using the link provided in our emails.

### 3. Legal Basis for Processing

Under UK data protection law (UK GDPR), we rely on:

- Contractual necessity — to deliver the diagnostic you purchase
- Legitimate interests — to operate and improve our services
- Consent — where you opt in to marketing communications

### 4. Data Storage & Security

Your data is stored securely using trusted third-party providers, including Carrd and Stripe.

We take reasonable steps to ensure your information is protected against loss, misuse, or unauthorised access.

### 5. Data Retention

We retain purchase records for accounting and legal compliance purposes.

If you subscribe to marketing communications, we retain your information until you unsubscribe or request deletion.

You may request that we delete your personal data at any time (unless we are legally required to retain it).

### 6. Your Rights

Under UK GDPR, you have the right to:

- Request access to your data
- Request correction of inaccurate data
- Request deletion of your data
- Object to processing
- Withdraw consent for marketing

To exercise your rights, contact us at:

**hello@jennifergsmithconsulting.com**

## **7. Cookies**

Our website may use cookies or similar technologies to improve functionality and user experience.

You can control cookie settings through your browser.

## **8. Changes to This Policy**

We may update this Privacy Policy from time to time. The latest version will always be available on our website.