PRIVACY POLICY

1. INTRODUCTION

BAB Accounting Ltd ("we", "us", "our") is committed to protecting your privacy and handling your personal information responsibly. This policy explains how we collect, use, and store your personal information.

2. INFORMATION WE COLLECT

- Personal details (e.g., name, address, contact details).
- Financial details (e.g., bank information, tax details).
- Information related to your business activities required for accounting purposes.

3. HOW WE USE YOUR INFORMATION

- Provide accounting and financial services.
- Manage your account effectively.
- Comply with legal obligations (e.g., HM Revenue & Customs).
- Improve and maintain our services, respecting your privacy rights.

4. SHARING YOUR PERSONAL INFORMATION

- Governmental bodies and regulatory authorities.
- Trusted third-party service providers (e.g., payroll services).

5. LEGAL BASIS FOR PROCESSING YOUR DATA

- Contractual necessity.
- Compliance with legal obligations.
- Our legitimate interests (provided they do not override your rights).

6. DATA SECURITY

We implement stringent security measures to protect your personal data against unauthorised access or misuse. Your information is stored securely in accordance with UK data protection regulations.

7. DATA RETENTION

We retain your personal information only for as long as necessary for the purposes for which it was collected or as required by law.

8. YOUR RIGHTS

- Access the personal data we hold about you.
- Request correction or updating of your personal data.
- Request deletion of your personal data under certain conditions.
- Object to or restrict processing.
- Request data portability.

Please contact us directly to exercise any of these rights.

9. COOKIES

Our website may use cookies to enhance user experience. You can manage cookie preferences via your browser settings.

10. CHANGES TO THIS POLICY

We may update this Privacy Policy periodically. Any updates will be communicated via our website.

11. CONTACT INFORMATION

For any enquiries about this Privacy Policy or your personal data, please contact us at:

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