

LTS TAX LIMITED (“LTS”) PRIVACY NOTICE

Personal data is, or may be, collected by LTS in the following circumstances:

- When emails are sent to taxenquiries@lts-tax.com or an LTS employee’s direct email address
- Where enquiries are made by telephone or in person
- Where CVs or other information is provided with a view to applying for an LTS job vacancy

LTS will / may use such information in the following ways:

- Data collected by email will be processed by LTS employees and may be recorded in a client / prospective client filing system for the purposes of pursuing legitimate business interests or other lawful ground under the Data Protection (Bailiwick of Guernsey) Law, 2017.
- Data supplied by telephone or in person may be processed and may be recorded in a client / prospective client filing system for the purposes of pursuing legitimate business interests or other lawful ground under the Data Protection (Bailiwick of Guernsey) Law, 2017.
- Data supplied in relation to an application for an LTS job vacancy will be processed and may be recorded in an employee / prospective employee filing system for the purposes of pursuing legitimate business interests or other lawful ground under the Data Protection (Bailiwick of Guernsey) Law, 2017.

LTS will not usually share your personal data with other parties without first obtaining your consent unless there is a legal, regulatory or other i.e. public policy requirement to do so.

You are entitled to make a subject access request of LTS to ascertain what information, if any, we hold about you. Should you wish to make such a request please send it in writing to The Data Protection Officer, LTS Tax Limited, PO Box 20, Les Echelons Court, St Peter Port GY1 4AN or dataprivacy@lts-tax.com.

Where you have given your consent to us in relation to the processing of your personal data you have a right to withdraw that consent at any time.

Please note that this Privacy Notice does not apply to any third party websites that you might reach via links on this site.

If you have any questions about this Privacy Notice or your rights in relation to your personal data, please contact The Data Protection Officer, LTS Tax Limited, PO Box 20, Les Echelons Court, St Peter Port GY1 4AN or dataprivacy@lts-tax.com.