

## PATRICK TAYLOR MEDIATION

Experienced Commercial & Civil Mediator

4 – 5 Gray's Inn Square, Gray's Inn, London, WC1R 5AH

Email: [patrick@patrickjtaylor.co.uk](mailto:patrick@patrickjtaylor.co.uk) | Web: <https://patricktaylormediation.com>

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## PRIVACY POLICY

Last Updated: December 24, 2025

### 1. INTRODUCTION

Welcome to Patrick Taylor Mediation ("we," "our," or "us"). We are committed to protecting your personal information and your right to privacy. This Privacy Policy explains what information we collect, how we use it, and your rights in relation to it.

This policy applies to all information collected through our website (<https://patricktaylormediation.com/>) and any related services, sales, marketing, or events.

### 2. CONTROLLER INFORMATION

For the purposes of the General Data Protection Regulation (UK GDPR), the Data Controller is:

Patrick Taylor

4 – 5 Gray's Inn Square

Gray's Inn

London, WC1R 5AH

Email: [patrick@patrickjtaylor.co.uk](mailto:patrick@patrickjtaylor.co.uk)

### 3. INFORMATION WE COLLECT

We collect personal information that you voluntarily provide to us when you express an interest in obtaining information about us or our products and services, when you participate in activities on the Website, or otherwise when you contact us.

The personal information we collect may include:

- Personal Identity Data: Names, titles.
- Contact Data: Email addresses, telephone numbers.
- Case Data: Information regarding disputes, mediation details, and other confidential information provided within the "Message" field of our contact forms or via email.
- Technical Data: IP address, browser type and version, time zone setting, and operating system (automatically collected via cookies/analytics).

#### 4. HOW WE USE YOUR INFORMATION

We use your personal information for these specific business purposes:

- To provide mediation services: Facilitating the mediation process and communicating with parties involved in a dispute.
- To respond to inquiries: Answering questions sent via our contact form or email.
- Administrative purposes: Managing appointments, fees, and case files.
- Legal Compliance: To keep records required by law or professional regulation.

#### 5. SHARING YOUR INFORMATION

We only share information with your consent, to comply with laws, to provide you with services, to protect your rights, or to fulfill business obligations.

Specifically, we may share your data with:

- Clerking & Administration: As noted on our website, administration is provided by the clerks at 4 – 5 Gray's Inn Square. Your contact details and case information may be shared with them for the purpose of booking, billing, and case management.
- Professional Advisers: Accountants, insurers, and legal authorities if required by law.

#### 6. LEGAL BASIS FOR PROCESSING

Under the UK GDPR, we rely on the following legal bases to process your personal data:

- Contract: We may process your data if we have entered into a contract with you (e.g., an Agreement to Mediate).
- Legitimate Interests: We may process your data when it is reasonably necessary to achieve our legitimate business interests (e.g., responding to your website inquiry).
- Consent: We may rely on your consent to process your data for specific purposes.

## 7. DATA RETENTION

We will only keep your personal information for as long as it is necessary for the purposes set out in this privacy policy, unless a longer retention period is required or permitted by law (such as tax, accounting, or other legal requirements).

## 8. YOUR PRIVACY RIGHTS

Under the UK GDPR, you have certain rights regarding your personal data, including:

- Right to Access: You may request details of the data we hold about you.
- Right to Rectification: You may request that we correct any inaccurate data.
- Right to Erasure: You may ask us to delete your personal data (the "right to be forgotten") in certain circumstances.
- Right to Restrict Processing: You may ask us to limit how we use your data.

To exercise any of these rights, please contact us at [patrick@patrickjtaylor.co.uk](mailto:patrick@patrickjtaylor.co.uk).

## 9. COOKIES

Our website may use cookies and similar tracking technologies to access or store information. You can set your browser to refuse all or some browser cookies, or to alert you when websites set or access cookies.

## 10. CONTACT US

If you have questions or comments about this policy, you may contact us by email at [patrick@patrickjtaylor.co.uk](mailto:patrick@patrickjtaylor.co.uk) or by post to:

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