

# **Privacy Policy**

Last updated: 2nd January 2026

At Wood & Ham Ltd ("we", "us", "our"), we respect your privacy and are committed to protecting your personal data. This Privacy Policy explains how we collect, use, store and protect your information when you visit our website, contact us, or work with us.

We aim to be transparent, fair, and sensible in how we handle your data.

#### Who we are

Wood & Ham Ltd is a UK-based design and marketing studio working with sports businesses and organisations.

• Data controller: Wood & Ham Ltd

• Registered in: United Kingdom

• Contact email: enquiries@woodandham.co.uk

• Website: www.woodandham.co.uk

#### What data we collect

We only collect data that is genuinely necessary. This may include:

Information you provide directly

- Name
- Email address
- Phone number
- Organisation name
- Any information you include in enquiry forms, emails, or messages

Information collected automatically

- IP address
- Browser type and device information
- Pages visited and how you interact with our website

This data is collected via standard analytics and cookies (see "Cookies" section below).

## How we use your data

We use your data to:

Respond to enquiries and communicate with you





- Provide our services and manage client relationships
- Improve our website and services
- Send relevant updates or marketing communications (only where you've opted in)
- Meet legal, accounting, or regulatory obligations

We do not sell your data and never use it in a way that would surprise you.

## Lawful basis for processing

Under UK GDPR, we process your data on the following lawful bases:

- Consent where you've explicitly opted in (e.g. newsletters)
- Contract where processing is necessary to deliver work or services
- Legitimate interests for running our business responsibly (e.g. responding to enquiries)
- Legal obligation where required by law

# How we store and protect your data

Your data is stored securely using reputable, GDPR-compliant tools and services. We take appropriate technical and organisational measures to protect your information from loss, misuse, unauthorised access, or disclosure.

We only keep your data for as long as necessary for the purposes it was collected.

## **Sharing your data**

We may share limited data with trusted third parties where necessary, such as:

- Website hosting providers
- Email and marketing platforms
- Accounting or legal services

All third parties are required to respect your data and process it lawfully.

We will never share your data unnecessarily.



#### International data transfers

Some tools we use may store data outside the UK or EEA. Where this happens, we ensure appropriate safeguards are in place (such as standard contractual clauses) to protect your data.

### **Cookies**

Our website uses cookies to improve functionality and understand how visitors use the site.

Cookies may include:

- Essential cookies (for site operation)
- Analytics cookies (to understand usage and improve performance)

You can manage or disable cookies via your browser settings.

# Your rights

You have the right to:

- Access the personal data we hold about you
- Request correction of inaccurate data
- Request deletion of your data
- Object to or restrict processing
- Withdraw consent at any time
- Lodge a complaint with the Information Commissioner's Office (ICO)

To exercise any of these rights, contact us at [insert email address].

# **Third-party links**

Our website may include links to third-party websites. We are not responsible for their privacy policies or practices.





# Changes to this policy

We may update this Privacy Policy occasionally to reflect changes in law or how we work. Any updates will be posted on this page.

## **Contact us**

If you have any questions about this Privacy Policy or how we handle your data, please contact:

Wood & Ham Ltd

Email: enquiries@woodandham.co.uk

