DATA PROTECTION & PRIVACY

Data Protection & Privacy Statement

Gabin Accounting Services Ltd is committed to protecting the privacy and security of personal data.

We process personal data in accordance with:

- UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018

Types of Data Collected

We may collect and process:

- Personal identification details
- Contact information
- Financial and tax information
- Business information
- Identification documents for AML purposes
- Website usage data

Purpose of Processing

Data is processed for legitimate purposes including:

- Provision of professional services
- Compliance with legal and regulatory obligations
- Communication with clients
- Internal administration
- Risk management and fraud prevention

Lawful Basis

Processing is based on:

- Contractual necessity
- Legal obligations
- Legitimate interests
- Client consent where applicable

Data Sharing

Personal data may be shared with:

- HM Revenue & Customs
- Companies House
- Regulatory bodies
- Professional advisers
- Software providers under secure arrangements

We do not sell personal data to third parties.

Gabin Accounting Services Ltd is regulated by The Institute of Financial Accountants (IFA)
A member of the IPA Group, and by the Association of Accounting Technicians (AAT).

aat | Licensed Accountant

IFA | INSTITUTE OF FINANCIAL ACCOUNTANTS
A MEMBER OF THE IPA GROUP

Data Retention

Data is retained only for as long as necessary to comply with legal, regulatory, and professional obligations, typically up to six years after the end of the business relationship unless longer retention is required.

Data Security

We implement appropriate technical and organisational measures to protect data against loss, misuse, or unauthorised access.

Your Rights

Individuals have rights including:

- Access to personal data
- Rectification of inaccuracies
- Restriction of processing
- Erasure where applicable
- Data portability
- Objection to processing

Requests may be made to: info@gabin.co.uk

CONFIDENTIALITY STATEMENT

Confidentiality

All information received from clients is treated as strictly confidential. We will not disclose confidential information to third parties without consent except where required by law, regulation, or professional duty.