

## Privacy Policy

### What personal information is collected and why?

When an enquiry is made to Jane Sheehan Family History Research (JSFHR) the contact details supplied by you, such as name, address, email address and telephone number, are collected. Other personal information about you or any other person supplied by yourself will also be collected.

This information is only used to contact you regarding your query. Any information about yourself and family members is only used to help in carrying out your family history research.

By supplying this information you consent to JSFHR contacting you regarding your family history query, and carrying out any agreed family history research.

### Information Sharing

Your contact details and any information regarding you or your family will not be shared by JSFHR with any third party without your permission.

### Individual's Rights

You have the right to access information held by JSFHR about you. In addition, you have the right to erase information about you held by JSFHR. If you require a copy of information held about you or wish to delete your information please contact [jane@janesheehanfamilyhistory.co.uk](mailto:jane@janesheehanfamilyhistory.co.uk).