



A&H IMMIGRATION CONSULTANCY

Privacy Policy

1. Introduction

A & H Immigration Consultancy Ltd (“we”, “us”, “our”) is committed to protecting your personal data and respecting your privacy. This policy explains how we collect, use, store, and protect your information when providing immigration advice and services.

2. Who We Are

A & H Immigration Consultancy is the trading name of A & H Immigration Consultancy Ltd which is registered in England & Wales. Company No: 17134472.

3. What Personal Data We Collect

We may collect and process the following information:

- Personal details (name, date of birth, nationality)
- Contact information (address, email, phone number)
- Identification documents (passport, driving licence)
- Immigration history and application details
- Financial information (for payment purposes only)
- Supporting documents relevant to your case

4. How We Collect Your Data

We collect data from:

- You directly (consultations, forms, emails, WhatsApp)
- Documents you provide
- Third parties where authorised (e.g. Home Office)

5. How We Use Your Data

We use your personal data to:

- Provide immigration advice and services
- Prepare and support applications
- Communicate with you regarding your case
- Comply with legal and regulatory obligations
- Maintain accurate records

6. Legal Basis for Processing

We process your data under the following lawful bases:

- Contract (to provide services to you)
- Legal obligation (regulatory compliance)
- Legitimate interests (business operations and record keeping)
- Consent (where required)

7. Data Sharing

We may share your information with:

- The Home Office
- Other relevant authorities or third parties involved in your case
- Service providers (e.g. secure storage or ID verification providers)

We only share information where necessary and with appropriate safeguards.

8. Data Storage and Security

Your data is stored securely using systems such as Microsoft OneDrive and protected by appropriate technical and organisational measures.

We take reasonable steps to protect your data from unauthorised access, loss, or misuse.

9. Data Retention

We retain your data for a period of **6 years** from the date your case is closed, in line with regulatory requirements.

After this period, your data will be securely deleted or destroyed.

10. Your Rights

Under UK data protection law, you have the right to:

- Access your personal data
- Request correction of inaccurate data
- Request deletion of your data (where applicable)
- Restrict or object to processing
- Withdraw consent where applicable

Requests should be made in writing using the contact details below.

11. Contact Details

If you have any questions about this policy or your data, please contact:

A & H Immigration Consultancy Ltd

Email: helpdesk@ahimmigration.co.uk

Address: Office 30, The Elsie Whiteley Innovation Centre, Hopwood Lane, Halifax, HX1 5ER.

12. Complaints

If you are not satisfied with how we handle your personal data, you may raise a complaint using our internal complaints procedure.

If you remain dissatisfied after your complaint has been reviewed, you have the right to lodge a complaint with the Information Commissioner's Office (ICO).

13. Updates to This Policy

We may update this policy from time to time. The latest version will always be available upon request or on our website.

This policy has been reviewed on: 21/07/2026

This policy has been created on: 03/04/2026