In acting for you in this case, we need to collect a lot of information about you which we will need, usually, to pass on to other people. If the information is not collected and then given to the appropriate people, the case cannot move forward and we cannot do the work you have asked us to do.

The below sets out the information we will or may (depending on the case) be collecting about you, and who will be given it and why. Who gets what, and if particular evidence/experts are required, depends on the facts of any individual case

At the end of the case (win or lose) the file and all the data in it will be retained in our secure archives for 6 years and then destroyed.

Please also note that the Defendant may itself collect OTHER information about you – e.g. from your public social media accounts – and we have no control over that.

|  |  |  |
| --- | --- | --- |
| **Data we will collect about you** | **Who will see it and why** | |
| Name,  Address  Date of Birth  NI Number | Your insurer  Defendant  Barrister  Medical Experts  Liability experts  Court/judge | So they can provide insurance  So they can deal with claim  So s/he can advise and represent you  So expert can provide report on your condition  If liability is disputed and relevant evidence required  So court can make decision about the case |
| GP notes  Hospital Records | Medical/care/rehab experts  Barrister  Defendant  Court (judges) | To prepare medical/care report  To advise/represent you  (only after court proceedings issued; they are entitled to see them)  So court has enough information to decide the case |
| Wages/pension details  (if relevant to your case) | Defendant  Pensions expert  Barrister  court | To prove wage loss  To prove pension loss  To advise/represent you  To decide the case |
| Benefits Information | Barrister  Court | To advise/represent you  To decide the case |
| Family information – spouse/children details (if they are witnesses/carers) | As above | As above |

Please sign below to confirm you understand that we will be collecting this information and passing it on as required to do the work.

If you do not agree to disclosure of this information, we cannot do the work for you and certainly won’t be able to win the case.

Signed.......................................................Dated....................................