



https://www.

# Website - Legal Requirements

## Is your website legal? Not sure? We can help...

Every website has to include the following information:

- full legal name of the website owner
- geographical Address
- contact details (including an email address)
- details on how someone can contact you without using electronic means
- VAT number (if applicable)
- information regarding an authorisation

If you are a limited company or LLP, all business stationary (which includes a website) must also include the following:

- Registered number;
- Registered office address;
- Place of registration e.g. England;

## Cookies

You can use cookies, however you need to make this very clear and obtain explicit consent to their collection from every person that visits your website.

Consent is consent as set out under UKGDPR and must be freely given, specific, informed and unambiguous provided by a clear affirmative action.

If you have a cookies policy, make sure there is a clear link to this on your website. Your cookies policy should accurately describe the cookies that you use.

## What about legal documents?

At the very least, you should be thinking about having some website terms and conditions which regulate visitors' use of the website and protects your business/website. IF you collect personally identifiable information on your website, such as on a 'contact form' we also recommend you have a privacy notice as this sets out your position with regards to data protection and ensures that all visitors understand how you are processing their personal data.

If you trade online, whether with businesses or consumers, you need to ensure you include your terms and conditions for the sale of goods/services on your website. These must be easily accessible and each visitor must be asked to agree to them before proceeding with an order or purchase.

## Modern Slavery

Under the Modern Slavery Act 2015, if your global turnover is over £36 million and you carry on a business or part of your business in the United Kingdom, you are required to publish a 'slavery and human trafficking statement' clearly on your website each financial year.

If this applies to your business and you do not comply with the Modern Slavery Act 2015, the Secretary of State could force you to disclose a statement by injunction. If you do not comply, you could be risking damage to the reputation of your business should

## Is your website legal? Not sure? We can help...

Every website has to include the following information:

- ✓ Full legal name of the website owner
- ✓ Geographical Address
- ✓ Contact details (including an email address)
- ✓ Details on how someone can contact you without using electronic means
- ✓ VAT number (if applicable)
- ✓ Information regarding an authorisation scheme e.g. Charity Commission (if applicable)

If you are a limited company or LLP, all business stationary (which includes a website) must also include the following:

- ✓ Registered number
- ✓ Registered office address
- ✓ Place of registration e.g. England

## What legal documents do I need?

If you operate a website, you should consider having the following documentation as a minimum:

- ✓ Website terms and conditions of use to regulate visitors' use of the website and protect your business/website.
- ✓ A privacy notice which sets out your position with regards to data protection and ensures that all visitors are aware of the implications of their privacy by visiting your website or inputting their data.

Do you trade online?

- ✓ Include your terms and conditions for the sale of goods/services on your website
- ✓ Make them easily accessible
- ✓ Ensure each visitor is asked to agree to them before proceeding with an order or purchase.

## Cookies

You can use cookies, however you need to:

- ✓ Make this very clear
- ✓ Obtain explicit consent to their collection from every person that visits your website
- ✓ Include a clear link to your cookies policy on your website that accurately describes the cookies you use

## Modern Slavery

- ✓ Is your global turnover over £36 million?
- ✓ Do you carry on a business or part of your business in the United Kingdom?

If so, you are required to publish a 'slavery and human trafficking statement' clearly on your website each financial year. If you do not comply, you could be risking damage to the reputation of your business should it become public that a statement has not or will not be issued.

To chat through your needs, please contact:

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