

# Privacy Policy

**Effective Date: August 10, 2026**

**Last Updated: August 10, 2026**

Thomas & Hutton ("Thomas & Hutton," "T&H," "we," "our," or "us") respects your privacy and is committed to protecting the personal information you share with us.

This Privacy Policy describes how we collect, use, disclose, retain, and protect your personal information when you visit our website, submit forms, register for events, subscribe to communications, apply for employment, or otherwise interact with us online.

By using our website, you acknowledge the practices described in this Privacy Policy.

## Information We Collect

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Depending on how you interact with us, we may collect the following categories of information.

### Information You Provide

We may collect information you voluntarily provide, including:

- Name
- Company
- Job title
- Email address
- Phone number
- Mailing address
- Resume or curriculum vitae
- Employment history
- Educational information
- Professional licenses or certifications
- Project information
- Messages, inquiries, or feedback submitted through our website
- Marketing communication preferences
- Event registration information

### Information Collected Automatically

When you visit our website, certain information may be collected automatically through cookies and similar technologies, including:

- IP address
- Browser type and version
- Device information
- Operating system

- Referring website
- Pages viewed
- Time spent on pages
- Website navigation activity
- Cookie identifiers
- General geographic location information
- Website performance and interaction data

## How We Use Your Information

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### Information You Provide

We use information you provide to:

- Respond to inquiries and requests
- Provide requested information or services
- Manage client and business relationships
- Process employment applications
- Evaluate candidates for employment opportunities
- Register you for events, webinars, or other activities
- Send newsletters and marketing communications you have requested
- Communicate with you regarding company news, services, projects, and recruiting opportunities
- Maintain business records
- Comply with legal and regulatory obligations

### Information Collected Automatically

We use automatically collected information to:

- Operate and maintain the website
- Improve website performance and user experience
- Monitor website traffic and engagement
- Analyze trends and visitor behavior
- Measure marketing effectiveness
- Diagnose technical issues
- Protect website security and integrity
- Support business analytics and reporting

## Marketing Communications

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If you elect to receive communications from Thomas & Hutton, we may send:

- Company news and announcements
- Industry insights and thought leadership content

- White papers and publications
- Event invitations
- Recruiting information
- Service and project updates

You may unsubscribe from marketing communications at any time by using the unsubscribe link included in our emails or by contacting us directly.

## **Recruitment Information**

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If you apply for employment with Thomas & Hutton, we may collect information including without limitation:

- Resume or CV
- Cover letter
- Employment history
- Educational background
- Professional licenses and certifications
- References, when applicable
- Additional information voluntarily submitted during the recruiting process

We use this information solely for recruiting, hiring, workforce planning, and employment-related purposes.

## **Data Sharing Practices**

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Thomas & Hutton may share personal information with trusted third parties when necessary to support our legitimate business operations.

We may share information with:

- Website hosting providers
- Customer relationship management platforms
- Marketing and communication service providers
- Event registration providers
- Recruiting and applicant tracking platforms
- Information technology and cybersecurity providers
- Professional advisors, including attorneys, accountants, auditors, and consultants
- Government agencies, regulators, or law enforcement authorities when required by law
- Successors, acquirers, or partners involved in a merger, acquisition, reorganization, asset sale, or similar corporate transaction

We require service providers that process personal information on our behalf to maintain appropriate safeguards and use such information only for authorized business purposes.

## **Sale of Personal Information**

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Thomas & Hutton does not sell personal information to third parties.

We do not knowingly disclose personal information to third parties for their independent marketing purposes without appropriate notice and consent where required by law.

## Cookies and Analytics

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Our website uses cookies and similar technologies to support website functionality, improve user experience, measure performance, and better understand how visitors interact with our website.

A cookie is a small text file stored on your device that enables a website to recognize your browser and remember certain information.

### Types of Cookies We Use

#### Essential Cookies

These cookies are necessary for the website to function properly and support core website features.

#### Analytics Cookies

Analytics cookies help us understand:

- Pages visited
- Visitor engagement
- Referral sources
- Site performance
- User navigation patterns

#### Functional Cookies

These cookies remember preferences and settings that enhance your browsing experience.

#### Marketing Cookies

Marketing cookies help us measure communication effectiveness and improve the relevance of information presented to website visitors.

### Analytics and Tracking Technologies

Thomas & Hutton may use third-party technologies including, without limitation:

- HubSpot
- Google Analytics
- LinkedIn Insight Tag
- Microsoft services
- YouTube
- Google Maps

These technologies may collect information such as:

- IP address
- Device identifiers
- Browser information
- Website interactions
- Referring websites
- General location information

Information collected through these technologies is generally used for analytical, reporting, and website improvement purposes.

## **Managing Cookies**

Most web browsers allow users to modify cookie settings and preferences. Disabling cookies may affect website functionality and your browsing experience.

For additional information regarding cookies, please visit:

- [www.allaboutcookies.org](http://www.allaboutcookies.org)
- [www.youronlinechoices.com](http://www.youronlinechoices.com)

## **Cookie Consent**

Our website displays a cookie consent banner when you first visit. By clicking "Accept," you consent to our use of cookies and similar technologies as described in this Policy. If you click "Decline," cookies will not be used to track your activity on our website. A single cookie will be stored in your browser to remember your preference.

## **Third-Party Websites**

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Our website may contain links to third-party websites, applications, or services.

Thomas & Hutton is not responsible for the privacy practices, security, or content of third-party websites. We encourage users to review the privacy policies of any third-party sites they visit.

## **Data Retention**

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We retain personal information only for as long as reasonably necessary to:

- Provide requested services
- Maintain business and operational records
- Support recruiting activities
- Resolve disputes
- Enforce agreements
- Comply with legal, regulatory, and contractual obligations

When personal information is no longer required, it is securely deleted, destroyed, anonymized, or otherwise disposed of in accordance with applicable requirements.

## International Visitors

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Thomas & Hutton operates primarily within the United States.

If you access our website from outside the United States, information you provide may be transferred to, stored, and processed in the United States, where privacy laws may differ from those in your jurisdiction.

By using our website and submitting information to us, you acknowledge such transfers where permitted by applicable law.

## Your Privacy Rights

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Depending on your location and applicable law, you may have certain rights regarding your personal information.

These rights may include the ability to:

- Request access to personal information we maintain about you
- Request correction of inaccurate personal information
- Request deletion of personal information, subject to applicable exceptions
- Request a copy of certain personal information in a portable format
- Restrict or object to certain processing activities where permitted by law
- Withdraw consent where consent serves as the basis for processing
- Opt out of marketing communications
- Request information regarding our collection, use, retention, and disclosure practices

Thomas & Hutton will not discriminate against individuals who exercise applicable privacy rights.

To submit a privacy request, please visit our [Data Privacy Request](#) page or contact us using the information provided below.

Residents of certain states may have additional rights under applicable privacy laws.

## Children's Privacy

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Our website is intended for business and professional audiences and is not directed toward children under the age of 16.

Thomas & Hutton does not knowingly solicit or collect personal information from children under 16. Individuals under the age of 16 should not submit personal information through this website, including through contact forms, newsletter registrations, employment or recruiting inquiries, or other interactive features. If we become aware that personal information has been collected from a child under 16, we will take reasonable steps to delete the information.

If you are a parent or legal guardian and believe that a child under the age of 16 has provided personal information to us through this website, please contact us at

info@tandh.com. Please provide sufficient information for us to identify the applicable information and respond to your request.

## **Data Security**

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Thomas & Hutton maintains reasonable administrative, technical, and physical safeguards designed to protect personal information against unauthorized access, disclosure, alteration, misuse, or loss.

Although we use commercially reasonable security measures, no method of electronic transmission or storage is completely secure. Accordingly, we cannot guarantee absolute security of information transmitted through the internet.

## **Changes to This Policy**

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Thomas & Hutton may update this Privacy Policy periodically to reflect changes in our business practices, legal obligations, technologies, or services.

Any updates will be posted on this page, and the "Last Updated" date above will be revised accordingly.

## **Contact Us**

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Questions regarding this Privacy Policy, privacy requests, or our data practices may be directed to:

**Thomas & Hutton**

Email: info@tandh.com