

## PRIVACY NOTICE

Our contact details:

Name: Waplinton Art

Address: 30 Pennine Way, Ashby de la Zouch, Leicestershire LE65 1EW

Phone Number: +44 7778348288

E-mail: [waplintonart@gmail.com](mailto:waplintonart@gmail.com)

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- Products you've viewed: we'll use this to, for example, show you products you've recently viewed
- Location, IP address and browser type: we'll use this for purposes like estimating taxes and shipping
- Shipping address: we'll ask you to enter this so we can, for instance, estimate shipping before you place an order, and send you the order

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

(a) Your consent. You are able to remove your consent at any time. You can do this by contacting [waplintonart@gmail.com](mailto:waplintonart@gmail.com)

How we store your personal information

Your information is securely stored directly to our website.

We keep your personal data for as long as it may be required in relation to a product purchased. We will then dispose your information once no longer required.

Your personal data entered and submitted via our contact form is not shared with any third party. Sending a contact form through our website requires you to click a 'submit' box allowing us to store your basic information including email, telephone and name. We use this data ONLY to liaise with you either at your request or in relation to a product you have purchased.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate.

You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [waplingtonart@gmail.com](mailto:waplingtonart@gmail.com) if you wish to make a request.

#### How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at [waplingtonart@gmail.com](mailto:waplingtonart@gmail.com).

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>