

## **Website Privacy Policy**

We are committed to safeguarding the privacy of our website visitors; this policy sets out how we will treat your personal information.

### **(1) What information do we collect?**

We may collect, store and use the following kinds of personal information:

- (a) information about your computer and about your visits to and use of this website (including your IP address, geographical location, browser type and version, operating system, referral source, length of visit, page views, website navigation);
- (b) information relating to any transactions carried out between you and us on or in relation to this website, including information relating to any purchases you make of our goods or services);
- (c) information that you provide to us for the purpose of subscribing to our website services, email notifications and/or newsletters;
- (d) any other information that you choose to send to us.

### **(3) Using your personal information**

Personal information submitted to us via this website will be used for the purposes specified in this privacy policy or in relevant parts of the website.

We may use your personal information to:

- (a) administer the website;
- (b) improve your browsing experience by personalising the website;
- (c) send to you goods purchased via the website, and supply to you services purchased via the website;
- (d) send statements and invoices to you, and collect payments from you;
- (e) send you email notifications which you have specifically requested;
- (f) send to you our newsletter and other marketing communications relating to our business which we think may be of interest to you by post or, where you have specifically agreed to this, by email or similar technology (you can inform us at any time if you no longer require marketing communications);
- (g) deal with enquiries and complaints made by or about you relating to the website.

Where you submit personal information for publication on our website, we will publish and otherwise use that information in accordance with the license you grant to us.

We will not without your express consent provide your personal information to any third parties for the purpose of direct marketing.

All our website financial transactions are handled through our payment services providers, PayPal & Stripe. You can review the PayPal privacy policy at [www.paypal.com](http://www.paypal.com) and Stripe's privacy policy at <https://stripe.com/>. We will share information with PayPal

and Stripe only to the extent necessary for the purposes of processing payments you make via our website and dealing with complaints and queries relating to such payments.

#### **(4) Disclosures**

We may disclose information about you to any of our employees, officers, agents, suppliers or subcontractors insofar as reasonably necessary for the purposes as set out in this privacy policy.

In addition, we may disclose your personal information:

- (a) to the extent that we are required to do so by law;
- (b) in connection with any legal proceedings or prospective legal proceedings;
- (c) in order to establish, exercise or defend our legal rights (including providing information to others for the purposes of fraud prevention and reducing credit risk);
- (d) to the purchaser (or prospective purchaser) of any business or asset which we are (or are contemplating) selling; and

Except as provided in this privacy policy, we will not provide your information to third parties.

#### **(5) International data transfers**

Information that we collect may be stored and processed in and transferred between any of the countries in which we operate in order to enable us to use the information in accordance with this privacy policy.

Information which you provide may be transferred to countries which do not have data protection laws equivalent to those in force in our home jurisdiction.

In addition, personal information that you submit for publication on the website will be published on the internet and may be available, via the internet, around the world. We cannot prevent the use or misuse of such information by others.

You expressly agree to such transfers of personal information.

#### **(6) Security of your personal information**

We will take reasonable technical and organizational precautions to prevent the loss, misuse or alteration of your personal information.

Of course, data transmission over the internet is inherently insecure, and we cannot guarantee the security of data sent over the internet.

You are responsible for keeping your password and user details confidential. We will not ask you for your password (except when you log in to the website).

#### **(7) Policy amendments**

We may update this privacy policy from time-to-time by posting a new version on our website. You should check this page occasionally to ensure you are happy with any changes.

**(8) Third party websites**

The website contains links to other websites. We are not responsible for the privacy policies or practices of third party websites.

**(9) Updating information**

Please let us know if the personal information which we hold about you needs to be corrected or updated.

**(10) Contact Information**

If you have any questions about this privacy policy or our treatment of your personal information, please write to us by email to [hello@sketchdesignrepeat.com](mailto:hello@sketchdesignrepeat.com).