

## **PRIVACY AGREEMENT:**

Last updated 26/11/19 by Sana Nurani Makeup Services your privacy is important to us which is why we are committed to safeguarding and preserving the privacy of our visitors and customers.

This Notice explains what happens to any personal data that you provide to us, or that we collect from you whilst you visit our site and how we use cookies on this website. By providing us with your data, you warrant to us that you are over 13 years of age.

**THE INFORMATION WE COLLECT** In running and maintaining our business, we may collect and process the following data about you: Information provided by you, for example, personal details when you register for information or make a purchase. We only collect basic personal data about you which does not include any special types of information.

**CUSTOMER DATA** This includes data relating to any purchases of goods and/or services such as your name, title, billing address, delivery address, email address, phone number, contact details, purchase details and your card details. We process this data to supply the goods and/or services you have purchased and to keep records of such transactions. Our lawful grounds for this processing is the performance of a contract between yourself and us and/or taking steps at your request to enter into such a contract.

**WHY WE NEED THAT INFORMATION** We need to know your personal data so that we can provide you with the service/product and news you have requested. We will not collect any data that we do not need in order to provide and oversee this request.

**HOW WE COLLECT YOUR PERSONAL DATA** We may collect data about you by you providing the data directly to us (for example by filling in forms on our site or by sending us e-mails). We may automatically collect certain data from you as you use our website by using cookies and similar technologies. We may receive data from third parties such as analytics providers such as Google based outside the EU, advertising networks such as Facebook based outside the EU, search information providers such as Google based outside the EU, providers of technical, payment and delivery services, such as data brokers or aggregators.

**WHAT WE WOULD LIKE TO DO WITH YOUR DATA** We would however like to use your name and email address to inform you of our future offers and similar products & to inform you of any changes to our business, website, services or goods and products. This information is not shared with third purposes and you can unsubscribe at any time via phone, email or our website. Please indicate below if this is something you would like to sign up to on our website.

**HOW LONG DO WE KEEP YOUR DATA** We are required under UK tax law to keep your basic personal data (name, address, contact details) for a minimum of 6 years after which time it will be destroyed. Your information we use for marketing purposes will be kept with us until you notify us that you no longer wish to receive this information.

**USE OF YOUR INFORMATION** For the purpose of running Sana Nurani Makeup we work with the following third parties; Mailchimp for the purpose of sending out our newsletters. Squarespace for the purpose of hosting our website. Memberspace for the purpose of creating a members area on the website. The privacy policies for the above third parties can be viewed on their websites. We would state again that we do not share your banking/payment information with any third parties.

**TECHNICAL DATA** This includes data about your use of our website and on-line services such as your IP address, your login data, details about your browser, length of visit to pages on our website, page views and navigation paths, details about the number of times you use our website, time zone settings and other technology on the devices you use to access our website. The source of this data is from our analytics tracking system. We process this data to analyse your use of our website and other on-line services, to administer and protect our business and website, to deliver relevant website content and advertisements to you and to understand the effectiveness of our advertising. Our lawful grounds for this processing is our legitimate interests which in this case are to enable us to properly administer our website and our business and to grow our business and to decide our marketing strategy.

**STORING YOUR PERSONAL DATA** In operating our business via the Sana Nurani Makeup website, your data is processed by our staff in the UK. We do not provide our own IT servers. However any third party shall not have access to your personal data unless the law allows them to do so. Obviously we do our utmost to ensure that our server hosts are secure and fully accredited. Unfortunately, we cannot be responsible for any illegal breaches that may occur.

**STORAGE OF PAYMENT DETAILS** We do not store credit card details nor do we share customer details with any 3rd parties.

**THIRD PARTY LINKS** On occasion we include links to third parties. Where we provide a link it does not mean that we endorse or approve that site's notice towards visitor privacy. You should review their privacy notice before sending them any personal data.

**USE OF COOKIES** Cookies provide information regarding the computer used by a visitor. We may use cookies where appropriate to gather information about your computer in order to assist us in improving our website. We may gather information about your general internet use by using the cookie. Where used, these cookies are downloaded to your computer and stored on the computer's hard drive. Such information will not identify you personally; it is statistical data which does not identify any personal details whatsoever. Our advertisers may also use cookies, over which we have no control. Such cookies (if used) would be downloaded once you click on advertisements on our website. You can adjust the settings on your computer to decline any cookies if you wish. This can be done within the "settings" section of your computer. For more information please read the advice at [AboutCookies.org](http://AboutCookies.org).

**YOUR RIGHTS** If at any point you believe the information we process on you is incorrect you can request to see this information and even have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact us directly and we will investigate the matter.

**CONTACTING US** Address: Elliot Lodge, 7 Cyrus Field Street, London SE10 0XN  
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