

Privacy Policy

In line with the current legislation and implementation of GDPR

At Toni Belle Gifts I am devoted to my customers' requirements when it comes to creating or acquiring the perfect gift. I am proud of my customer service and you can have the confidence that when an order is placed with Toni Belle Gifts that you can trust in my small business to keep your personal information protected.

In line with the GDPR Legislation this policy lets you know what information I will store as well as the reasons why, where and when it is stored.

This Privacy Policy will tell you everything you need to know about how I use your personal DATA.

The legal basis for Toni Belle Gift to collect your data is: Contract to supply goods/services and Consent.

I will **NEVER** pass any information on to a third party and will **NEVER** send marketing emails unless you have opted to receive them via my website or other selling platform. Credit or Debit Card details will **NEVER** be stored under any circumstances.

What DATA will I collect?

- When an order is placed I request your name, address plus email address.
- If your gift is personalised then I will need the name and/or any details required to enable the personalising of the gift you have requested this included photo images if relevant.

Why is this DATA collected by me?

Name - So that I can enter a contractual agreement with you to provide you with the goods that you have ordered.

Address - So that your gift can be posted to you.

Returning customers will not need to keep providing this information.

Email – So I can send you an invoice via the PayPal system. I may email during the making and sending process if more information is required and to let you know when your gift has been dispatched. If you have given your consent to use your email for marketing purposes (i.e. sales and news of my products) then you can be assured that your details are for the use of Toni Belle Gifts only and will **NEVER** be passed onto a 3rd party. Plus you have the option to withdraw your consent at any time by selecting the unsubscribe link on all marketing emails.

Where is your Data stored?

Your personal information is stored by me on accounting software called Kashfow. No one other than Toni Belle Gifts have access to this software. Your information is also stored on my PayPal and Royal Mail accounts for the purposes of sending and receiving payments and for despatching your goods, all of these companies will have implemented their own policies in line with the GDPR. Photographs are stored on the company PC. No one other than Toni Belle Gifts have access to the PC.

How long will I store your DATA?

The Limitation Act 1980 requires documentation to be secured for 6 years. Photographic images are stored for no longer than 2 weeks. Allowing enough time for a reorder of the exact image if required by you, after this time the image will be deleted.

You can view or delete your DATA at any time by contacting me on tonibellegifts@hotmail.com

