# Privacy Statement of Megan's Artworks

Megans Artworks handles your personal information with utmost care and respect. We will always treat the personal data we receive confidentially, in accordance with the applicable legislation. Below, you can read which data Megan's Artworks collects, why we do it and what we do with the data. You can also read which cookies are used and why.

### **Use of Cookies**

A Cookie is a small text file that is stored on your computer, tablet, smartphone or other devices when you visit a website. Cookies are often used to make websites work more efficiently.

We use functional cookies that are necessary for the functioning of the site; for example, to make it possible to place items in the shipping basket, others help us to improve your experience and that of others by analyzing how the site is used. You can block cookies by changing the settings of your browser.

We also use cookies that store information; which products you have viewed and added to your shopping basket. This information can be used to adjust advertisements on other sites.

Megans Artworks uses Google Analytic to keep track of how many users use the websites and which pages are visited. This way, we gain insight into the use of the website. The IP addresses are anonymous. This means that we cannot trace a website visit to a person. Meganś Artworks has not given Google permission to use analytics information obtained through our websites for other Google services.

#### **Use of Personal Data**

Megans Artworks processes the following personal data because you use our website, our services and / or because you provide this data to us yourself.

- Name, address and telephone number (when completing our order form).
- Email address (when completing our order form).
- Other personal data that you actively provide, in correspondence and / or by telephone for the execution of an order.

Megans Artworks uses your information for the following purposes:

- To process an order and send it.
- To communicate with you about an (custom) order to be carried out.
- To inform you about (changes to) our product / pricing or other matters related to your purchase.
- To communicate with you if it is deemed necessary. (related matters to your purchase).

#### **Retention Data**

Megans Artworks does not store personal data for longer than is strictly necessary to achieve the purposes for which the data is collected or required by law.

There is one exception. Megan's Artworks is legally obliged to keep records, including invoices with address details for seven years.

## **Sharing of Data**

Megan's Artworks handles your personal data confidentially. Data is explicitly not provided to third parties, other than third parties that are directly involved in the execution of the assignment between you and Megan's Artworks, or unless any legal provision requires us to do so.

#### Data is shared:

- To guarantee that you pay us, our payment provider (s) will have access to your personal data.
- In order to be able to deliver your items to your home or to a postal agency and to handle possible returns, we share your personal data with a courier company.

### View, Modify and Delete Data

You can send a request for access, correction, deletion, data transfer of your personal data or request for withdrawal of your consent or objection to the processing of your personal data to <a href="mailto:info@megansartworks.com">info@megansartworks.com</a>. We will respond to your request within 4 business working weeks.

## Security

We take the protection of your data seriously and take appropriate measures to prevent abuse, loss, unauthorized access, unwanted disclosure and unauthorized changes. Our website uses a reliable SSL Certificate to ensure that your personal data does not fall into the wrong hands. If you feel that your data is not properly protected or there are indications of abuse, please email us at <a href="mailto:info@megansartworks.com">info@megansartworks.com</a>.

### **Customer Law**

Anyone who believes that his personal data being processed by us is in violation of the regulation has the right to submit a complaint directly to the Dutch Data Protection Authority.

# Changes in Statement

We have the right to adjust this Privacy Statement. It is therefore advisable to regularly check this Privacy Statement so that you are kept informed of these changes.

### **Contact Details:**

Megan's Artworks Nieuwe Schoolstraat 24, 2613SJ Delft, Netherlands.