

## **The Gift Box (Chester) LTD - PRIVACY NOTICE**

### **OUR PRIVACY POLICY**

The Gift Box (Chester) Ltd is committed to respecting your privacy and the privacy of everyone we hold data on as part of our business processes. The information we collect about you will be used to fulfil the required services and enable us to improve how, as an organisation, we deal with you. We are registered with the Information Commissioner's Office and our registration number is ZA363272.

Should you have a question about the data we store, our contact details are:

Sophie Bryant  
The Gift Box  
11 Faulkner Street  
Hoole  
Chester  
CH2 3BD  
E-mail: [thegiftboxchester@live.co.uk](mailto:thegiftboxchester@live.co.uk)  
Tel: +44(0)1244 329 222

The information that we collect about you will only be used lawfully (in accordance with the Data Protection Act 1998 and the General Data Protection Regulation 2018). All data is retained exclusively within the United Kingdom.

This information will not be disclosed to anyone outside The Gift Box (Chester) Ltd.

We expect the information we hold to be accurate and up to date. You have the right as an individual to find out what information we hold about you and make changes if necessary; you also have the right, assuming we are not obligated by law to refuse, to ask us to stop using the information. To have your information removed or rectified, please contact [thegiftboxchester@live.co.uk](mailto:thegiftboxchester@live.co.uk)

The type of information that we will collect on you, includes:

- \* Your name
- \* Address
- \* Telephone number(s)
- \* Email address
- \* Payment details for orders taken over the phone
- \* CCTV images (in store only)

You are under no statutory or contractual requirement or obligation to provide us with your personal information; however, we require at least the information above in order for us to deal with you as a customer (or prospective customer) and contact you in an efficient and effective manner.

All card payment details taken over the telephone will be destroyed as soon as payment has been received.

Merchant information on card payments complies with PCIDSS regulations.

CCTV is collected for crime prevention purposes only and is stored for no longer than is needed.

The lawful basis for processing your data is based on our legitimate interest to offer you the services we provide. We will not store, process or transfer your data outside The Gift Box (Chester) LTD unless we have an appropriate lawful reason to do so. Unless we are precluded from doing so by law, you have the right to remove your consent at any time by contacting us and requesting that processing of your details be restricted or deleted.

## **PROTECTION OF PERSONAL INFORMATION**

The Gift Box (Chester) Ltd takes precautions, including administrative, technical, and physical measures, to safeguard your Data against loss, theft, and misuse, as well as against unauthorized access, disclosure, alteration, and destruction.

The Gift Box (Chester) LTD uses industry-standard efforts to safeguard the confidentiality of Data.

We have implemented reasonable administrative, technical, and physical security controls to protect against the loss, misuse, or alteration of your Data.

## **USE OF COOKIES ON OUR WEBSITE**

Our website uses cookies to analyse and track who uses it. This information is for the sole use of The Gift Box (Chester) LTD & is not passed onto any third party.