



PRIVACY POLICY

Last Updated: 23/10/24

Here at Leanna Codd Makeup we want to protect your privacy and confidentiality. We understand that all users of our website are quite rightly concerned to know that their data is being used lawfully. We take our responsibilities under Data Protection legislation, including GDPR very seriously and we want to comply with the guidance provided by the Information Commissioners Office

You can find information about ICO at their website <https://ico.org.uk/>

1. Leanna Codd Makeup (also referred to as "we," "us," "makeup artist", "Leanna" or "our") is committed to protecting your privacy. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website Leannacoddmakeup.com (also referred to as "Site"). Please read this Privacy Policy carefully. If you do not agree with the terms of this Privacy Policy, please do not access the Site and/or contact us.

Information We Collect

2.0. We may collect personal information from you when you visit our website, book appointments, or engage with us in other ways. This may include:

1. Your name, email address, phone number, mailing address, and other personal details when you fill out forms on our website, such as booking or inquiry forms.
2. Payment Information: Credit card or other payment details are collected when you make a purchase or book a service. This information is processed by a secure third-party payment processor, and we do not store or have access to your payment details.
- 2b. The only information kept is invoicing information for tax reasons, for up to 6 years. This is a legal obligation.
3. Technical Information: Our site collects non-personal information automatically when you visit, such as your IP address, browser type, device, and the pages you viewed. This helps us improve the Site and customize your experience.

How We Use Your Information

3. We may use the information we collect from you in the following ways:

1. To provide and manage our services, including scheduling appointments and sending you confirmations and reminders and any other communication related to your booking or enquiry.
2. To process transactions and send related information, such as purchase receipts or invoices.
3. To send periodic emails regarding your appointment, our services, or updates about our business.
4. To improve our website, customer service, and overall experience based on your feedback.
5. To administer promotions, surveys, or other site features.

Sharing of Information

5. We do not sell, trade, or rent your personal information to third parties. However, we may share your information with trusted third-party service providers to help us operate our website, conduct our business, or service you, so long as those parties agree to keep this information confidential. Examples include:

- Payment processors to facilitate secure transactions.
- Email service providers to send you updates or promotional materials.
- We may also disclose your information if required by law or in response to valid legal processes.

Security

6. We implement a variety of security measures to protect your personal information. Your information is stored on secure networks and is only accessible by a limited number of persons who have special access rights to such systems. We use SSL (Secure Socket Layer) encryption technology to protect your sensitive information during transmission.

Cookies and Tracking Technologies

7. We use cookies to enhance your experience on our Site. Cookies are small files that a website transfers to your computer's hard drive through your web browser (if you allow) that enables the website to recognize your browser and capture certain information. You can choose to disable cookies through your browser settings.

Third-Party Links

8. Our website may contain links to third-party websites. These websites have their own privacy policies, and we are not responsible for their content or privacy practices. We encourage you to review the privacy policies of any third-party sites you visit.

Children's Privacy

9. Our services are not intended for individuals under the age of 16. We do not knowingly collect personal information from children under 16. If we become aware that we have inadvertently collected such information, we will take steps to delete it immediately.

Your Rights

8. You have the right to request access to, correction of, or deletion of your personal data. If you would like to exercise any of these rights, please contact us at leannacoddmua@gmail.com. We will respond to your request within 7 days.

Changes to This Privacy Policy

9. We may update this Privacy Policy from time to time. We will notify you of any significant changes by updating the "Last Updated" date at the top of this page. We encourage you to review this Privacy Policy periodically to stay informed about how we are protecting your information.

Contact Us

If you have any questions about this Privacy Policy or how we handle your personal information, please contact us at:

Leanna Codd Makeup

The Hair Haven, 17 Station Road, Burgess Hill, RH159DE

07539917464

Leannacoddmua@gmail.com