

# Privacy Policy Copyright & GDPR

#### **COPYRIGHT**

- All the edited photographs purchased or displayed on this website are displayed under the copyright of Colours
  By Reena and are protected under the Copyright, Designs and Patents Act 1988. For those clients who have
  bought digital files, either as part of their photography portfolio or individually, Colours By Reena does grant
  limited reproduction rights for personal use unless stated within a signed services agreement.
- Any client who has received or bought digital files are entitled (under license) to use them for personal and noncommercial purposes, including producing prints, posters, canvas wraps, books and other printed matter, multimedia slideshows and other computer or electronic media projects.
- The user licence specifically excludes the sale of the digital files or items produced from the files for commercial gain, advertising, publicity or any other commercial use without the written permission from Colours By Reena. If permission is required to use any digital files commercially, or for any other use not listed here, or if any doubt exists as to the extent of licensed usage, then please contact Colours By Reena.
- If you are a third party, such as wedding vendors, media or magazines, and would like to use my images then please contact Colours By Reena. If any of my images are used on a public forum (i.e. website or social networking site) then Reena Pitney would be grateful if credit is be given to Colours By Reena.

#### **GDPR**

• Thank you for visiting my data protection policy. You can use this website without the need to provide any personal data. If you want to purchase any photographic services, then the processing of some personal data will be necessary. This Policy explains when and why we collect personal information about people who visit my website, how I use it and keep it secure. The Policy may change from time to time, and by using my website, you're agreeing to be bound by this Policy.

#### Who is Collecting and can Access the Information?

- I am the controller of any data that passes through the website, and I am the only person who will have access to this information, and:
- I will not sell or rent your information to any third parties
- I will not share your information with third parties for any marketing purposes.

## What type of information is collected?

- I obtain information through my website in three ways: anonymously, directly and by a third-party.
- Anonymously: The anonymous information I collect may include your IP address, whether you are using a
  computer, a tablet or a phone, which country you are located, which website pages are accessed and how long
  you may spend looking at my website pages.
- Directly: The direct information I collect is when you make an enquiry, purchase products or purchase a photographic service. This will be your name, address, phone number, email and details about your event.
- Third Party: If you purchase a product or service from me using an online payment method, your card information is not held by me but it is collected by a third party payment processor (<a href="stripe.com">stripe.com</a>) who specialise in the secure online capture and processing of credit/debit card transactions. The only information I receive from the third party are notifications that a transaction has taken place, with the name of the payee, the date and the amount of the transaction.

# How is your information used?



# Privacy Policy Copyright & GDPR

- I will hold your personal information on my systems for as long as is necessary for the relevant activity, or as long as is set out in any relevant contract you hold with me. Any information you provide will be used to:
- Carry out any obligations from any contracts that we enter in to.
- Seek your views or comments on the services I provide.
- Notify you of any changes to my services.

#### Who has access to your information?

- The only person who has any access to any information which is collected through my website or any other communications is Colours By Reena, and:
- I will not sell or rent your information to any third parties
- I will not share your information with third parties for any marketing purposes.

### **Direct Marketing**

• I do not generate a newsletter, offer any subscriptions and do not generate bulk or direct mail shots for marketing. If I contact you, it will be about an enquiry you have made or any photographic services we have agreed upon. All communications will be sent directly from me to you.

#### **Security Precautions**

- When you provide any personal information, I take steps to ensure that it's treated securely to protect the loss, misuse or alteration of any information. My website is SSL/TLS secured.
- Any information provided over the internet can never be guaranteed 100% secure. As a result, while I strive to
  protect your personal information, I cannot guarantee the security of any information you transmit to me, and
  you do so at your own risk.
- Once I receive your information, I make our best effort to ensure its security, and where I have given you a password which enables you to access my website galleries, you are responsible for sharing this password.
- Any sensitive information such as credit or debit card details is encrypted and protected with 128 Bit encryption on SSL by the third party responsible to taking payments.

#### Links to other websites

• My website may contain links to other websites run by other vendors. This privacy policy applies only to the Colours By Reena website, so I cannot be responsible for the privacy policies and practices of other sites if you access them using links from my website.

## Aged 16 or Under..?

• If you are aged 16 or under, please get your parent or guardian's permission before you provide me with personal information.

## Review of this Policy & Access to your Information

• I will keep this Policy under regular review, and the Policy was last updated in September 2019. If you are concerned about any information I have about you can send an email to: reena@coloursbyreena.co.uk