

## POPIA Compliance Notice of the Online Art Cottage.

At the Online Art Cottage, we are committed to protecting your personal information in accordance with the Protection of Personal Information Act (POPIA), Act 4 of 2013. This notice outlines how we collect, use, store, and protect your personal data when you interact with our online art store.

### 1. Personal Information Collected

We may collect and process the following personal information when you:

Purchase products from our store.

Sign up for newsletters or promotional material.

Contact us for inquiries or support.

Personal information includes (but is not limited to):

Full name

Email address

Shipping address

Contact number

Payment details (processed securely via third-party payment processors)

### 2. Purpose of Collection

We collect personal information to:

Process and fulfill your orders.

Communicate with you regarding your orders or inquiries.

Send you marketing updates, promotions, or newsletters (only if you opt-in).

Improve our services, website functionality, and customer experience.

We will never sell or rent your personal information to third parties.

### 3. Consent

By using our website and services, you consent to the collection and use of your personal information as outlined in this policy. You may withdraw your consent at any time by contacting us via email.

### 4. Disclosure of Information

We will only share your information with:

Trusted third-party service providers (such as couriers, payment gateways) necessary to process and deliver your orders.

Legal or regulatory authorities if required by law.

All third-party providers are required to uphold privacy standards in line with POPIA.

### 5. Data Protection and Security

We implement appropriate technical and organizational measures to safeguard your personal information against loss, theft, unauthorized access, and misuse.

### 6. Your Rights

As a data subject, you have the right to:

Request access to your personal information.

Correct or update your details.

Object to the processing of your information.

Lodge a complaint with the Information Regulator if you believe your rights have been infringed.

For any of the above requests, please contact us via email.

### 7. Retention of Data

We retain your personal information only as long as necessary to fulfill the purposes outlined in this policy or as required by law.

#### 8. Changes to this Notice

We reserve the right to amend this POPIA Compliance Notice at any time. Updated versions will be posted on our website.

#### Contact Us

For questions regarding this notice or your personal information contact us via email.