## Privacy Policy Updated July 2024

#### Who we are

Our company name is Real Vintage Roots Ltd. We are VAT registered and our vat number is 442141827. Our company has one Director and two Shareholders. The company has one employee.

We use the handle @realvintageroots on social media.

Our website address is: <a href="https://www.realvintageroots.co.uk/">https://www.realvintageroots.co.uk/</a>

# What personal data we collect and why we collect it Sales

For the purposes of tax / VAT we are required to keep detailed records of all our sales. We will ask customers for their name, address and usually a mobile number. This information is kept on our database and accounting software. Passwords and secure logins are used to protect data.

#### **Contact forms**

Customers can use our contact form on our website to get in touch and will be asked for their name, location and phone number. The information provided, is used in order to communicate effectively and swiftly with our customers. If contact does not lead to a sale, information is deleted when no further communication is necessary.

#### **GDPR**

# Who we share your data with

If we are helping to arrange a courier for your item, we will pass on your name, mobile number and full address. Our accountant has access to our business records. We don't pass personal information onto any other party.

# How long we retain your data

If you have made a purchase, we are required to keep your information for 6 years for tax purposes. Subscribers to our website are free to unsubscribe at any time. Personal data shared with us for the purposes of enquiries, which does not lead to a sale is deleted once no longer relevant.

## What rights you have over your data

If you have left us a testimonial, you can request to remain anonymous. We only publish first names and do not share any other information.

## How we protect your data

Your information is held securely by us. We have taken all reasonable steps, and have in place appropriate security measures, to protect your information.