

GENERAL DATA PROTECTION REGULATION

For the purpose of the General Data Protection Regulation (GDPR) 2018, I, Valentina Troiani, am the Data Controller and Processor for <https://valentinatroiani.com/> (The Site).

The GDPR 2018 will introduce the following principles to UK/ EU law:

Lawful, fair and transparent processing of data

The purpose for which personal data is collected must be specified, explicit and legitimate, and the data must be processed in a manner that remains compatible with the initial purpose for which it is collected

Data is not excessive and remains adequate and relevant data to the purpose

Accuracy of data is maintained

Data is stored for no longer than necessary

Appropriate measures are taken to ensure data is processed in a secure manner

By registering for my Newsletter, downloading a resource, purchasing a product or submitting your personal data via this web site, you agree to the transfer, storing or processing of it as set out below. I require these details in order to keep you updated and to fulfill my contract with you. Please do not use this website if you do not agree with any of the following.

WHAT INFORMATION IS COLLECTED?

If just browsing The Site, this website's servers and cookies collect the following generic information about you:

The Operating System you use e.g. Windows

The Browser you use e.g. Safari or Google Chrome

The device you are using to view this website e.g. Desktop or Mobile

Your IP Address

Your Behaviour on this Site e.g. Page Views, Link Clicks etc.

Only when voluntarily completing a form on The Site, this gives access to the following information:

E-mail Address

First & Last Name

Country of Residence

Full address (if required to send any physical products)

Please Note – At no point do I process and/ or store any bank or credit card information.

HOW YOUR DATA ARE COLLECTED

Cookies

Check-out Process

Newsletter Sign Up Form

User information collected at checkout

I store cookies on your computer to identify that you have been to our site before, and to personalise certain content based on previous behaviour. I do use third party cookies to track data. A summary of the cookies used on this Site and what they are used for can be viewed below.

You can opt out of Google's use of cookies by visiting Google's Ads Settings page:

<http://www.google.com/settings/ads>. If you would not like to be tracked during your visit you can install a Do Not Track Plugin for Google Chrome or enable the Do Not Track feature in Firefox. You can also visit <http://www.aboutCookies.org/> or <http://cookiepedia.co.uk/> for further information how to manage and delete Cookies.

HOW I USE YOUR INFORMATION

To enable us to ensure your online account has been created and updated successfully so that you safely and securely access the content you have purchased or registered for

To communicate with you regarding your purchase and/or subscription

To personalise and target future correspondence regarding new and related products, courses and sale windows

To respond to specific enquiries and queries

For resolving complaints and dealing with disputes

To notify you about changes to our service

To ensure that content from our Site is presented in the most effective manner for you and for your computer;

For preventing and detecting fraudulent or criminal activity

If you have given me your consent to receive marketing communications by email, are a customer of mine or you have previously asked us for information about my products or courses, I may send you marketing messages by email. However, in every marketing email message I send you, I will give you the opportunity to unsubscribe from our mailings altogether.

For internal research/analysis and customer profiling

Please note the usage as outlined above applies to all information we hold about you, however we obtain it during your journey with us.

DISCLOSURE OF YOUR INFORMATION

I do not sell, trade, or otherwise transfer to outside parties your personally identifiable information. I may also release your information when I believe release is appropriate to comply with law, enforce our site policies, or protect my or others' rights, property or safety.

You have the right at any time to ask me not to process your personal data for marketing purposes. You can also unsubscribe from our marketing Newsletter at any point by clicking on the 'Unsubscribe' link at the bottom of any marketing Newsletter you have received from me.

From a Data Retention perspective, I am legally bound from a financial viewpoint to keep your personal data on our systems for seven years after you have made a purchase with me.

ACCESSING YOUR INFORMATION

The GDPR 2018 gives you the right to check that your personal data is being processed lawfully. Your subject access right can be exercised in accordance with the act. Any subject access request must be made in writing to hello@valentinatroiani.com

If you would like amendments made to your data e.g. change of name or contact details, please contact me at any time via hello@valentinatroiani.com

DATA SECURITY

The transmission of information via the internet is not completely secure, and although I will do our best to protect your personal data, I cannot guarantee the security of your data transmitted to this web site, therefore any transmission is at your own risk.

Once I have received your information, I will take all reasonable steps to keep your personal data secure (both technologically and physically) and to try to prevent any unauthorised access to it. All information you provide to me is stored on our secure servers. All payment transactions will be encrypted using SSL technology and processed through PayPal. I do NOT store any financial information.

Where I have given you (or where you have chosen) a password, which enables you to access certain parts of our site, you are responsible for keeping that password confidential. I ask you not to share a password with anyone.

AMENDMENTS

The Privacy Policy was last modified on 22 May 2018. I reserve the right to update or amend this Privacy Policy from time to time without notice to you.