

NOTIFICATION OF HOW WE PROCESS PERSONAL INFORMATION ITO SECTION 18 OF PROTECTION OF PERSONAL INFORMATION ACT 4 of 2013.

1. Method of Collection;
 - 1.1. We collect your Personal Information from when you make use of our website, or when you provide it to us via our advertising partners or in person.
2. Consequences of Failure to Provide Information to us;
 - 2.1. If requested information is voluntary information, which is not supplied by yourself, we or 3rd Party suppliers may not be able to offer certain services to you. Mandatory information may be required in order to comply with legislative requirements and failure to do so may result in us being unable to conclude any transaction or offer any services to you.
3. Lawful Basis for Processing;
 - 3.1. We will only process your Personal Information in circumstances where we have a lawful basis for doing so, where we are the Responsible Party.
4. Purposes for Processing Data;
 - 4.1. We collect, process and store personal information in order to process orders, instructions, requests and to communicate requested information to you, respond to queries or complaints submitted by you, compile non-personal statistical information about browsing habits, click patterns and access to online services.
 - 4.2. We may also collect non-personal information for example, your IP address, the date and time of your visit to our website and browser history, to recognise you during any subsequent visit to our website and/or use of the online services. The Company owns and retains all rights to non-personal statistical information collected and compiled by us.
5. Retention of your Personal Information;
 - 5.1. We are permitted to retain your personal information for as long as it is necessary in order to achieve the purpose for which we collected the same or where the law requires us to retain your information. Notwithstanding the aforesaid, we will immediately cease use and delete your personal information should you so require.
6. Your Rights;

- 6.1. Subject to applicable laws and regulations, you own your Personal Information and you may exercise a number of rights, including but not limited to the right;
 - 6.1.1. to be informed whether your personal information is being processed;
 - 6.1.2. to be informed of the purpose of processing your Personal Information;
 - 6.1.3. to be informed about third parties that your Personal Information was disclosed to (locally or internationally);
 - 6.1.4. to request correction of inaccuracies in the records containing your Personal Information and deletion and destruction of your Personal Information;
 - 6.1.5. to object to processing your Personal Information;
 - 6.1.6. To withdraw your consent to the processing of your Personal Information
 - 6.1.7. To raise a complaint to the Information Regulator or any other approved competent authority if you are of the opinion that the processing of your information is unlawful.
 - 6.1.8. Contact us on 011 025 8301 for any complaints or queries with regards to your rights