

The logo for Tizza Design is centered within a white rectangular border. It features the word "TIZZA" in a large, bold, white, sans-serif font. Below "TIZZA", the word "DESIGN" is written in a smaller, white, sans-serif font. The background of the entire page is a dark blue, cloudy sky.

TIZZA
DESIGN

Privacy Policy

Privacy Policy

INTRODUCTION

Tizza Design (we, us, our) complies with the New Zealand Privacy Act 1993 (the Act) when dealing with personal information. Personal information is information about an identifiable individual (a natural person).

By using our website, you consent to our collection and use of your personal information as described below in this Policy. This policy sets out how we will collect, use, disclose and protect your personal information. This policy does not limit or exclude any of your rights under the Act. If you wish to seek further information on the Act, see www.privacy.org.nz.

CHANGES TO THIS POLICY

We may change this policy by uploading a revised policy onto the website. The change will apply from the date that we upload the revised policy.

WHAT INFORMATION DO WE COLLECT AND FROM WHERE?

We collect personal information about you, such as your email address, phone number, and business address. We collect this personal information from:

- you, when you provide that personal information to us, including via the website and any related service, through any registration or subscription process, through any contact with us (e.g. telephone call or email), or when you buy or use our services and products
- third parties where you have authorised this or the information is publicly available.

Where possible, we will collect personal information from you directly. If you would like to know what information we hold about you, please contact us at hello@tizzadesign.co.nz.

HOW DO WE USE YOUR PERSONAL INFORMATION?

Our lawful reason for processing your data is based on our legitimate business interests because we need to process your data to carry out our obligations under the contract of purchase and supply or because we need to comply with a legal obligation. Without it we cannot administer your purchase order properly and for customers, we need to administer a successful order process. We may use your personal information without your knowledge or consent where we are permitted or required by law or regulatory requirements to do so.

We will use your personal information:

- to verify your identity
- to provide services and products to you
- to market our services and products to you, including contacting you electronically (e.g. by text or email for this purpose)
- to improve the services and products that we provide to you
- to undertake credit checks of you (if necessary)
- to bill you and to collect money that you owe us, including authorising and processing credit card transactions
- to respond to communications from you, including a complaint
- to conduct research and statistical analysis (on an anonymised basis)
- to protect and/or enforce our legal rights and interests, including defending any claim
- for any other purpose authorised by you or the Act.

DISCLOSING YOUR PERSONAL INFORMATION

We may disclose your personal information to:

- another company within our group
- any business that supports our services and products, including any person that hosts or maintains any underlying IT system or data centre that we use to provide the website or other services and products
- a credit reference agency for the purpose of credit checking you
- other third parties (for anonymised statistical information)
- a person who can require us to supply your personal information (e.g. a regulatory authority)
- any other person authorised by the Act or another law (e.g. a law enforcement agency)
- any other person authorised by you.

A business that supports our services and products may be located outside New Zealand. This may mean your personal information is held and processed outside New Zealand.

PROTECTING YOUR PERSONAL INFORMATION

We seek to maintain physical, technical and procedural safeguards that are appropriate to the sensitivity of the personal information in question. We will take reasonable steps to keep your personal information safe from loss, unauthorised activity, or other misuse.

ACCESSING AND CORRECTING YOUR PERSONAL INFORMATION

Subject to certain grounds for refusal set out in the Act, you have the right to access your readily retrievable personal information that we hold and to request a correction to your personal information. Before you exercise this right, we will need evidence to confirm that you are the individual to whom the personal information relates.

In respect of a request for correction, if we think the correction is reasonable and we are reasonably able to change the personal information, we will make the correction. If we do not make the correction, we will take reasonable steps to note on the personal information that you requested the correction.

If you want to exercise either of the above rights, email us at hello@tizzadesign.co.nz. Your email should provide evidence of who you are and set out the details of your request (e.g. the personal information, or the correction, that you are requesting).

We may charge you our reasonable costs of providing to you copies of your personal information or correcting that information.

INTERNET USE

While we take reasonable steps to maintain secure internet connections, if you provide us with personal information over the internet, the provision of that information is at your own risk.

If you follow a link on our website to another site, the owner of that site will have its own privacy policy relating to your personal information. We suggest you review that site's privacy policy before you provide personal information.

We use cookies (an alphanumeric identifier that we transfer to your computer's hard drive so that we can recognise your browser) to monitor your use of the website. You may disable cookies by changing the settings on your browser, although this may mean that you cannot use all of the features of the website.

HOW TO CONTACT US

If you have any questions regarding privacy or this Policy, you may contact us at hello@tizzadesign.co.nz. If you are unsatisfied with our response, or you believe we have not complied with your data protection rights you may make a written submission to the Information Commissioner (ICO).