

Our Privacy Policy

SMAC Gallery will, at all times, keep your Personal Information confidential and will only process information that is required to enable us to perform our obligations and provide you with the best possible service!

Our Website is owned and operated by SMAC Art Gallery For the purpose of these clauses, "Personal Information" shall be defined as detailed in the Protection of Personal Information Act No. 4 of 2013 (POPI).

By visiting <https://smacgallery.com>, you are agreeing to the terms of this Website Privacy Policy and the accompanying Terms and Conditions.

1. Processing of Personal information

SMAC Gallery undertakes not to sell, share or trade any personal information collected online. Personal Information collected online will only be disclosed to our service providers where required to perform a service to customers or improve your online experience.

It should be made clear that you have no legal obligation to provide us with any Personal Information and the submission of such information is entirely subject to your sole discretion and consent. However, if you will not provide us with the required information we may not be able to provide you with the information/services requested by you

If you sign up for SMAC Gallery's newsletters or marketing mailers, you expressly consent to SMAC Gallery sending you marketing communications. You may unsubscribe to these marketing communications at any time by clicking on the link within the electronic marketing material.

2. Collection and Purpose of Personal Information

2.1. When you sign up to our newsletter, we collect:

- Name and Surname
- Email Address

2.2. When you make a purchase in the Gallery, we collect:

- Telephone Number
- Delivery Address
- ID number / passport number; and
- If a refund is required we may request your bank account details in order to make payment.

3. How we use your Personal Information

3.1. The Personal Information we collect from you will be used in some or all of the following ways:

- To identify you
- To reply to requests for information, quotes or any other kind of request from you.
- To deliver the art you have purchased from SMAC Gallery;
- To update you on the delivery of the art and for client support purposes;
- To provide you with exhibition information (if you have opted in to receive marketing material);
- To inform you of new features, special offers and promotional competitions offered by us and our partners (if you have opted in to receive marketing material);

3.2. When you sign up to our newsletter, we will use your Personal Information to send you marketing and/or promotional materials from time to time **if you opt in to receive this material**. You can unsubscribe from marketing information at any time by using the unsubscribe function within the electronic marketing material.

3.3. Our third-party service providers use your information to:

- 3.3.1. Enable us to deliver marketing email to you.
- 3.3.2. Deliver product to you.

It's important to remember that we don't control the privacy practices of these (or any other) third-party services. So we encourage you to read the privacy policies of these services before using our Website. Please request identity of the third party provider and we'll be happy to refer you.

4. Updating Your Personal Information

Should your personal information change, please inform us and provide us with updates to your personal information as soon as reasonably possible to enable us to update your personal information.

5. Security of Your Personal Information

SMAC Gallery ensures that all information collected will be safely and securely stored. Your information shall be processed and stored for as long as required by the purpose they have been collected for.

We protect your Personal Information by:

- Restricting access to personal information
- Maintaining technology products to prevent unauthorised computer access
- Securely destroying your personal information when it's no longer needed for our record retention purposes

6. Disclosure of Personal Information

6.1. We will not share your information with any third parties other than:

- Employees and/or third party service providers (including our couriers and payment service providers) directly related to assisting you with the use of the Website, delivery of the products you have purchased from the Website and processing your refunds.
- To our suppliers in order for them to liaise directly with you in the event that it is necessary.

6.2. In exceptional circumstances we may be required to disclose Personal Information, such as when there are grounds to believe that the disclosure is necessary to prevent a threat to life or health, or for law enforcement purposes.

6.3. We will ensure that all of our employees, third party service providers, divisions and partners (including their employees and third party service providers) having access to your personal information are bound by appropriate and legally binding confidentiality, data sharing agreements and non-use obligations (save as permitted herein) in relation to your personal information.

6.4. You have the right to request the identity of all third parties who have access to your personal information.

6.5. SMAC Gallery is committed to complying with the Protection of Personal Information Act 4 of 2013 as well as the Promotion of Access to Information Act 2 of 2000 and its principles.

6.6. If you believe that your privacy has been breached by SMAC Gallery please contact us at info@smacgallery.com and we will resolve the issue.

7. Your Rights

You have the right to do the following:

- 7.1. Withdraw your consent at any time.
- 7.2. Object to processing of their Data.
- 7.3. Access their Data.
- 7.4. Verify and seek rectification.
- 7.5. Restrict the processing of their Data.
- 7.6. Have their Personal Data deleted or otherwise removed.
- 7.7. Receive their Data and have it transferred to another controller.
- 7.8. Lodge a complaint.

Changes to the Privacy Policy

SMAC Gallery reserves the right to modify and change the Privacy Policy at any time. Any changes to this policy will be published on our Website.