

# Oda Life Textile & Furniture LTD

## Privacy Policy

### **Our contact details**

Name: **Oda Life Textile & Furniture limited**

Address: **307-309, Hertford Road, London, United Kingdom, N9 7ET**

Phone Number: **0208 804 1793**

E-mail: **info@odaexclusive.co.uk**

### **What type of information we have**

- Name
- Contact information including email address
- Address

### **How we get the information**

- From the invoice post-purchase

### **What we do with the information**

- Create an invoice with your details
- Use information to provide delivery to given address
- Internal record keeping
- We may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email addresses which you have provides
- From time to time we may contact you for market research purposes via email, phone or text

*We may share this information with our delivery staff in order for them to contact you during the delivery period*

### **How we store your information**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect from you.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information is YOUR CONSENT. You are able to remove your consent at any time. You can do this by contacting us via Email; [info@odaexclusive.co.uk](mailto:info@odaexclusive.co.uk)

## **Your data protection rights**

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your information in certain circumstances.

**Your right to object to processing** - You have the the right to object to the processing of your personal data in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [info@odaexclusive.co.uk](mailto:info@odaexclusive.co.uk) if you wish to make a request.

## **How to complain**

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Helpline number: 0303 123 1113