**PRIVACY POLICY**

This privacy policy sets out how VILLIERSDORP WINERY uses and protects any information that you provide when you use our website (www.villiersdorpwinery.co.za) and specifically, but not limited to, use of the “Buy Online” option.

VILLIERSDORP WINERY is committed to ensuring that your privacy is protected. Should we ask you to provide certain information in order to create an account or by which you can be identified when using our website or online sales, then you can be assured that it will only be used in accordance with this privacy policy.

**1. INFORMATION WE COLLECT**

In concluding your online wines order or registering an account, we may collect the following information:

Name and surname, contact details and other personal information;

credit card details; delivery address.

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

**2. HOW WE MAY USE YOUR INFORMATION**

We require this information for the following reasons:

to supply you with Products ordered;

to comply with your request/s in terms of Products ordered and delivery requirements;

internal record keeping and administration purposes;

we may use the information to improve our products and services;

we may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided. However, you will be given the option to cancel your subscription from any such mailing list.

**3. WHO MAY RECEIVE YOUR INFORMATION**

Your information will not be sold or made known to any third party except insofar as it is required to execute your order and the delivery thereof or otherwise as required/permitted by law.

Whilst we will do all things reasonably necessary to protect your rights of privacy, we cannot guarantee or accept any liability whatsoever for unauthorised or unlawful disclosures of your personal information, whilst in our possession, made by third parties who are not subject to our control, unless such disclosure is as a result of our gross negligence.

If you disclose your personal information to a third party, such as an entity which operates a website linked to this Website or anyone other than VILLIERSDORP WINERY, VILLIERSDORP WINERY shall not be liable for any loss or damage, howsoever arising, suffered by you as a result of the disclosure of such information to the third party as further described in clause 6 below.

**4. SECURITY**

We will –

treat your personal information as strictly confidential, save where we are entitled to share it as set out in this policy;

take appropriate technical and organisational measures to ensure that your personal information is kept secure and is protected against unauthorised or unlawful processing, accidental loss, destruction or damage, alteration, disclosure or access;

provide you with access to your personal information to view and/or update personal details;

promptly notify you if we become aware of any unauthorised use, disclosure or processing of your personal information;

provide you with reasonable evidence of our compliance with our obligations under this policy on reasonable notice and request; and

upon your request, promptly return or destroy any and all of your personal information in our possession or control, save for that which we are legally obliged to retain.

We will not retain your personal information longer than the period for which it was originally needed, unless we are required by law to do so, or you consent to us retaining such information for a longer period.

**5. CONTROLLING YOUR PERSONAL INFORMATION/PRIVACY CHOICES**

You may choose to restrict the collection or use of your personal information in the following ways:

whenever you are asked to fill in a form on the Website, look for the box that you can click to indicate that you do not want to opt in to receiving direct marketing communications from us;

if you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by writing to or emailing us at admin@villiersdorpwinery.co.za

**6. LINKS TO OTHER WEBSITES**

Our website may contain links to other websites of interest. However, once you have used these links to leave our Website, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy policy. You should exercise caution and consider the privacy statement applicable to the website in question.

Some of the content, advertising, and functionality on our Website may be provided by third parties that are not affiliated with us. Such third parties include:

advertising providers, which help us and our advertising customers provide advertisements that are tailored to users’ interests and understand how users respond to those advertisements;

audience-measurement companies, which help us measure the overall usage of our Website and compare that usage to other online services; and

social networking services (like Facebook, Twitter, LinkedIn, Instagram) that enable you to register and log into certain of our services and to share things you find on our Website  with your social network. This is only applicable if you choose to connect with a social networking service. VILLIERSDORP WINERY may provide other registration and login methods.

These third parties may collect or receive information about your use of our Website, including through the use of cookies, web beacons and other technologies, and this information may be collected over time and combined with information collected on different websites and online services. 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 connecting to them.

**7. INTERNATIONAL USERS**

VILLIERSDORP WINERY is based in South Africa, and, regardless of where you use or access our Website, products, or services, your information may be transferred to and maintained on servers located in South Africa (or elsewhere in the world). Please note that any information we obtain about you will be stored in accordance with South African privacy laws, regulations and standards, which may not be equivalent to the laws in your country of residence. By using our Website, you consent to this collection, transfer, storage and processing of information to and in South Africa.

**8. AMENDMENTS**

We may update this privacy policy from time to time. Any changes we may make to our privacy policy will be posted on this page and, where appropriate, notified to you in the appropriate manner.

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to admin@villiersdorpwinery.co.za