

# PRIVACY POLICY – W. GRIFFIN PUBLISHING

## 1. Who are we?

W. Griffin Publishing is a store based in Harderwijk, The Netherlands, accessible via <https://www.wgriffinpublishing.com>. We are responsible for the processing of personal data as described in this privacy policy.

## 2. What data do we collect?

When you visit our website or place an order, we may collect the following data:

- First and last name
- Address details
- Phone number
- Email address
- Payment information (handled through a secure payment provider)
- IP address
- Data about your browsing behavior on our website

## 3. Why do we collect this data?

We process your data for the following purposes:

- To process and deliver your order
- For customer service and support
- To keep you informed about your order
- To improve our website and services
- (If applicable) To send newsletters or promotions – only with your consent

## 4. How do we secure your data?

We take appropriate security measures to prevent misuse, loss, unauthorized access, and unwanted disclosure. Your data is stored in a secure environment and, when necessary, transmitted in encrypted form.

## 5. Sharing data with third parties

We only share your data with third parties when necessary for our services, such as:

- Payment services (like PayPal, etc.)
- Delivery services (PostNL, DHL, etc.)
- Our website hosting and IT management

We have data processing agreements with all partners to ensure your privacy is protected.

## 6. Data retention period

We do not retain your data longer than necessary for the purposes it was collected, unless we are legally required to do so (e.g., for tax purposes).

## 7. Your rights

You have the right to:

- Request access to your personal data
- Have data corrected or deleted
- Object to certain data processing
- Withdraw your consent (e.g., for newsletters)

- File a complaint with the Data Protection Authority

To exercise any of these rights, please contact us at [info@wgriffinpublishing.com](mailto:info@wgriffinpublishing.com).

## **8. Cookies**

We use functional and analytical cookies to improve the functionality of our website. When you first visit our site, we ask for your consent to place cookies.

## **9. Changes to this policy**

This privacy policy may be updated due to legal changes or changes in our services. The latest update was on July 27th, 2025.

## **Contact**

For questions about this privacy policy, please contact us through [info@wgriffinpublishing.com](mailto:info@wgriffinpublishing.com).

