

# **Privacy Policy for Kate Dion Makeup**

*Last Updated: September 2023*

## **Introduction**

Welcome to Kate Dion Makeup (referred to as "we," "our," or "us"). We are committed to protecting the privacy of our clients. This Privacy Policy outlines how we collect, use, disclose, and safeguard your personal information in compliance with the British Columbia Personal Information Protection Act (PIPA).

## **1. Information We Collect**

We collect the following types of personal information to provide our makeup services and meet legal requirements:

- Contact Information (Name, Address, Phone Number, Email Address)
- Appointment Details (Date, Time, Location)
- Payment Information (Credit Card Details, Billing Address)
- Photographic Images (With Your Consent)

## **2. How We Use Your Information**

We use your personal information for the following purposes:

- Providing Makeup Services
- Scheduling Appointments
- Confirming Appointments and Sending Reminders
- Processing Payments

- Using Photographs for Portfolio and Promotional Purposes (With Your Explicit Consent)
- Complying with Legal Obligations and Resolving Disputes
- Sending Regular Newsletters

### **3. Sharing Your Information**

We may share your personal information with:

- Service Providers: Third-party providers who assist in delivering our services (e.g., payment processors).
- Legal Authorities: When required by law or to protect our rights and safety.
- Business Transfers: In the event of a merger, acquisition, or sale of assets, your information may be transferred.

### **4. Your Rights and Choices**

You have the following rights under PIPA:

- Access: You can request access to the personal information we hold about you.
- Correction: You can request that we correct any inaccuracies in your personal information.
- Deletion: You can request that we delete your personal information, subject to legal obligations.
- Withdraw Consent: You can withdraw your consent for us to use your photographs for promotional purposes.

## **5. Security**

We take reasonable measures to protect your personal information from unauthorized access, alteration, disclosure, or destruction.

## **6. Contact Us**

If you have any questions or concerns about our Privacy Policy, or if you would like to exercise your rights, please contact us at:

hello@katedionmakeup.com

## **7. Changes to This Policy**

We may update our Privacy Policy to reflect changes in our practices or legal requirements. Any changes will be posted on this page.