

Privacy Policy

We understand that your privacy is important to you and that you care about how your personal data is used and shared online. We respect and value the privacy of everyone who visits this website, www.ru-interiordesign.com ("our Site") and will only collect and use personal data in ways that are described here, and in a manner that is consistent with our obligations and your rights under the law.

Please read this Privacy Policy carefully and ensure that you understand it. Your acceptance of our Privacy Policy is deemed to occur upon your first use of our Site. If you do not accept and agree with this Privacy Policy, you must stop using our Site immediately.

1. Definitions and Interpretation

In this Policy, the following terms shall have the following meanings:

"Personal data" means any and all data that relates to an identifiable person who can be directly or indirectly identified from that data. In this case, it means personal data that you give to us via our Site. This definition shall, where applicable, incorporate the definitions provided in the Personal Information Protection and Electronic Documents Act; and

"We/Us/Our" means Riyo Ujimoto Interior Design, registered as a solo proprietor in Ontario under number 301356333, whose registered address is at B10-360 Dundas St. East, Oakville, Ontario, Canada.

2. Information About Us

2.1 We own and operate this Site.

2.2 Our main point of contact for data protection related queries is Riyo Ujimoto and they can be contacted by email at riyoujimoto@ru-interiordesign.com.

3. What Does This Policy Cover?

This Privacy Policy applies only to your use of our Site. Our Site may contain links to other websites. Please note that we have no control over how your data is collected, stored or used by other websites and we advise you to check the privacy policies of any such websites before providing any data to them.

4. Your Rights

4.1 As a data subject, you have the following rights under the Personal Information Protection and Electronic Documents Act, which this Policy and our use of personal data have been designed to uphold:

4.1.1 The right to be informed about our collection and use of personal data;

4.1.2 The right of access to the personal data we hold about you (see clause 11);

4.1.3 The right to rectification if any personal data we hold about you is inaccurate or incomplete (please contact us using the details in clause 12);

4.1.4 The right to be forgotten – i.e. the right to ask us to delete any personal data we hold about you (we only hold your personal data for a limited time, as explained in clause 6 but if you would like us to delete it sooner, please contact us using the details in clause 12);

4.1.5 The right to restrict (i.e. prevent) the processing of your personal data;

4.1.6 The right to data portability (obtaining a copy of your personal data to re-use with another service or organisation);

4.1.7 The right to object to us using your personal data for particular purposes; and

4.1.8 Rights with respect to automated decision making and profiling.

4.2 If you have any cause for complaint about our use of your personal data, please contact us using the details provided in clause 12 and we will do our best to solve the problem for you.

5. What Data Do We Collect?

5.1 Depending upon your use of our Site, we may collect some or all of the following personal and non-personal data:

5.1.1 name;

5.1.2 address;

5.1.3 contact information such as email address and telephone number;

5.1.4 demographic information such as post code, preferences, and interests;

5.1.5 IP address;

5.1.6 web browser type and version; and

5.1.7 operating system.

6. How Do We Use Your Data?

6.1 All personal data is processed and stored securely, for no longer than is necessary in light of the reason(s) for which it was first collected. We will comply with our obligations and safeguard your rights under the Personal Information Protection and Electronic Documents Act at all times. For more details on security, see clause 7 below.

6.2 Our use of your personal data will always have a lawful basis, either because it is necessary for our performance of a contract

with you, because you have consented to our use of your personal data (e.g. by subscribing to emails), or because it is in our legitimate interests. Specifically, we may use your data for the following purposes:

- 6.2.1 Providing and managing your access to our Site;
 - 6.2.2 Personalising and tailoring your experience on our Site;
 - 6.2.3 Supplying our services to you (please note that we require your personal data in order to enter into a contract with you);
 - 6.2.4 Replying to emails from you;
 - 6.2.5 Supplying you with emails that you have opted into (you may unsubscribe or opt-out at any time);
 - 6.2.6 Analysing your use of our Site to enable us to continually improve our Site and your user experience.
- 6.3 With your permission and/or where permitted by law, we may also use your data for marketing purposes, which may include contacting you by email with information, news and offers on our services. We will not, however, send you any unsolicited marketing or spam and will take all reasonable steps to ensure that we fully protect your rights and comply with our obligations the Personal Information Protection and Electronic Documents Act.
- 6.4 You have the right to withdraw your consent to us using your personal data at any time and to request that we delete it.
- 6.5 We do not keep your personal data for any longer than is necessary in light of the reason(s) for which it was first collected.

7. How and Where Do We Store Your Data?

- 7.1 We only keep your personal data for as long as we need to in order to use it as described above in clause 6, and/or for as long as we have your permission to keep it.
- 7.2 Your data will be stored in Canada.
- 7.3 Data security is very important to us and to protect your data, we have taken suitable measures to safeguard and secure data collected through our Site.

8. Do We Share Your Data?

- 8.1 We may sometimes contract with other third parties to supply services to you on our behalf. These may include search engine facilities, sub-contractors and suppliers, affiliates and joint ventures. In some cases, these third parties may require access to some or all of your data. Where any of your data is required for such a purpose, we will take all reasonable steps to ensure that your data will be handled safely, securely and in accordance with your rights, our obligations, and the obligations of the third party under the law.
- 8.2 We may compile statistics about the use of our Site including data on traffic, usage patterns, user numbers, sales and other information. All such data will be anonymised and will not include any personally identifying data or any anonymised data that can be combined with other data and used to identify you. We may, from time to time, share such data with third parties such as prospective investors, affiliates, partners and advertisers. Data will only be shared and used within the bounds of the law.
- 8.3 We may sometimes use third party data processors that are located outside of Canada. Where we transfer any personal data outside Canada, we will take all reasonable steps to ensure that your data is treated as safely and securely as it would be within Canada.
- 8.4 In certain circumstances, we may be legally required to share certain data held by us, which may include your personal data, for example, where we are involved in legal proceedings, where we are complying with legal requirements, a court order or a governmental authority.

9. What Happens If Our Business Changes Hands?

- 9.1 We may, from time to time, expand or reduce our business and this may involve the sale and/or the transfer of control of all or part of our business. Any personal data that you have provided will, where it is relevant to any part of our business that is being transferred, be transferred along with that part and the new owner or newly controlling party will, under the terms of this Privacy Policy, be permitted to use that data only for the same purposes for which it was originally collected by us.
- 9.2 In the event that any of your data is to be transferred in such a manner, you will not be contacted in advance and informed of the changes.

10. Your Right to Withhold Information

- 10.1 You may access certain areas of our Site without providing any data at all. However, to use all features and functions available on our Site, you may be required to submit or allow for the collection of certain data.
- 10.2 For further details, please consult the help menu in your internet browser or the documentation that came with your device.

11. How Can You Access Your Data?

You have the right to ask for a copy of any of your personal data held by us (where such data is held). Please contact us for more details using the contact details below in clause 12.

12. Contacting Us

If you have any questions about our Site or this Privacy Policy, please contact us by email at riyoujimoto@ru-interiordesign.com or by post at www.ru-interiordesign.com. Please ensure that your query is clear, particularly if it is a request for information about the data we hold about you (as under clause 11, above).

13. Changes to Our Privacy Policy

We may change this Privacy Policy from time to time (for example, if the law changes). Any changes will be immediately posted on our Site and you will be deemed to have accepted the terms of the Privacy Policy on your first use of our Site following the alterations. We recommend that you check this page regularly to keep up-to-date.