

1. Data controller

The data controller responsible for the processing of your personal data when using our services within the meaning of Article 4 (7) of the General Data Protection Regulation is:

Best Bunk Beds LTD
[13 West Lane](#),
Bermondsey,
London, United Kingdom
SE16 4NZ

Phone us at:

+44 (0) 20 7232 4600

or email us:

enquiries@bestbunkbeds.co.uk

2. What is personal data?

“Personal data” within the meaning of Article 4 (1) of the General Data Protection Regulation

is:

“... any information relating to an identified or identifiable natural person (hereinafter the “data subject”); a natural person is considered as being identifiable, directly or indirectly, in particular by means of an identifier such as a name, an identification number, location data, an online identifier or one or more special characteristics expressing the physical, physiological, genetic, mental, economic, cultural or social identity of this natural person.”

3. The purposes for which we hold and process your personal data

We collect and process your personal data for the purpose of providing you with our services and products and their advanced features, and ensuring the security of our services and products.

4. What personal information we collect from you and how we use it

- Business/ Personal Name;
- Business/ Personal Address;
- Various phone numbers;
- Various e-mail addresses;
- VAT number;
- Company number;
- Bank Account Details
- Any other information provided;

If you register with us via a social network of Facebook, Inc. or Google, Inc., please read section 4.3 (a), since in this case we do not collect your data from you, but from a third party

– namely the respective social network.

We use the above data:

- To determine your identity;
- To contact you in case of possible or actual enquiries/ orders/ deliveries/ collections.
- To contact you in the event of alleged copyright infringement and to clarify any other issues.
- WITH YOUR CONSENT, we use your e-mail address to send you our newsletters

Storage time:

We store this data for 5 years or until you contact us with a request to amend/ delete it.

5. If you contact us

If you contact our Sales/Support, we will save your e-mail address and any other information that you provide in the context of your request.

The data will be stored and used exclusively for the processing of your respective request and any subsequent correspondence.

Storage time:

We store this data for 5 years or until you contact us with a request to amend/ delete it.

6. If you send us inquiries via our contact form or by e-mail, we will save:

- Your e-mail address
- All other information provided by you.

We use this data to answer your inquiries and to contact you regarding possible cooperation.

Storage time:

We store this data for 5 years or until you contact us with a request to amend/ delete it.

7. If you register for our newsletter

If you register for our newsletter on our site, we will save:

- The e-mail address you provided

We use your e-mail address only to send you our newsletter and to verify your e-mail address beforehand, so that you do not receive the newsletter unintentionally, e.g. because an unauthorized third party entered your e-mail address (so-called double opt-in).

Storage time:

Your e-mail address will be deleted as soon as you unsubscribe from the newsletter.

8. Data that we automatically collect when you visit our website

(a) Log data

Log data is data that is automatically recorded when you visit our website or use our app.

Specifically, this is the following data:

- IP address,
- Type of Internet browser used,
- Name of your Internet Service Provider (ISP),
- Device data,
- Start and end page you visited,

- Other activities within the website (so-called "events"), etc.

We use this data solely for troubleshooting and quality-assurance purposes, for statistical and analytical purposes, and for monitoring system security.

(b) Location data

When you share your location data in your device settings, we process that data to suggest locations for tagging your content and to display nearby recorded content

(c) Cookies and similar technologies

For our service to work properly, we sometimes store cookies on your device. This is common on most major websites.

9. Provision of our services

Google Analytics

On our website we use Google Analytics, a web analytics tool from Google Inc. (hereafter "Google"). Google Analytics uses cookies to analyze the use of the website by the user. The information generated by the cookies is regularly transmitted to a Google server in the US and stored there. However, since IP anonymization is enabled on our website, the IP address of the user will be abbreviated prior to transmission within the EU Member States or other parties to the Agreement on the European Economic Area. Only in exceptional cases will the full IP address be sent to a Google server in the USA/UK/UE. Google processes this information on our behalf to analyze the use of the website by the user, to provide reports on the activities on the website and to provide other services in connection with the use of the website. As part of the services provided by Google Analytics, the IP address transmitted by the user's browser will not be merged with other data collected by Google.

EyeEm Privacy Policy As of: 25 May 2018 page 9 of 12 You may prevent the collection of cookie-generated data about your use of the website (including IP address) and its processing by Google by downloading and installing the following browser plug-in via the link below:

<http://tools.google.com/dlpage/gaoptout?hl=de>

10. Advertising

We use tracking tools to measure, optimize, and track clicks on our advertisements, which we position on other pages. Your user ID will not be linked to the collected data.

In connection with the display of advertising, third-party servers are necessarily contacted directly when using EyeEm. The third-party providers are themselves responsible for the privacy-compliant operation of the IT systems they use. The decision on the storage duration of the data is up to the service providers.

11. Service providers

We share your information with companies whose services we use to provide our services and manage our business affairs - such as logistics companies, material suppliers, and conducting payment transactions, and e-mail messages, fraud monitoring and prevention, marketing services, usage analysis, hosting services, technical services (such as quality assurance and performance analysis), CRM services, customer service management services, conversion of geodata into actual locations etc. These service providers receive personal data about you only as far as this is necessary for the fulfillment of their respective performance obligation towards us. They will not be granted any further rights to use your data.

12. Government agencies, authorities & courts, legal representatives

In some cases, we may pass on your personal data if:

- We are required to disclose information as a result of a subpoena, court order or other legal or regulatory requirement.
- We believe in good faith that the disclosure is required:
 - To prevent fraud, or
 - To respond to or defend our services against attacks, or
 - To protect the property or security of Best Bunk Beds LTD, our customers, users or the general public.

13. Information, correction, deletion and/or restriction

You have the right at any time to request information about what personal data we process about you and to demand correction, deletion and/or restriction of your personal data stored by us. For your security, we will ask you to verify your details in the event of such a request or change. Please send us a message

at: enquiries@bestbunkbeds.co.uk

14. Revocation of your consent

If the data processing by us is based on your consent, you can revoke this consent at any time. To revoke your consent, please send us a message at: enquiries@bestbunkbeds.co.uk