

Introduction

This Privacy Policy describes how your personal information is collected, used, and shared when you visit, interact or make a purchase from www.makerko.com . The Privacy Policy is consistent with **Privacy Act 2075** of Nepal.

If you have intellectual property rights on the personal information you are going to upload in this website which you have not registered yet, we request you to register your intellectual property with the authorized body of Government of Nepal before uploading those personal information on this website.

1. Personal Information We Collect

The personal information we collect from you are of threefold in nature;

a. Profile information: It includes the information you provide us while creating an account on the website; your username, your chosen email, your chosen password and bio-description.

b. Order information: It includes the information you provide us while placing an order; your name, billing address, shipping address, payment information, design, photograph and other details.

c. Device information: It includes the information collected automatically from your device when you visit our site; information about your web browser, IP address, time zone, duration of the session, cookies stored on your device, individual web pages or products you view, number of web pages visited, search keywords that referred you to the Site and the information about your interaction with the site.

2. Usage of User's Personal Information

We use your profile information and order information you provided to us to facilitate the production of work you have requested while placing the order such as;

- identity verification
- performance of contractual duty (Terms and Conditions)
- processing of payment information
- arrangement of shipping
- providing you with invoice
- order confirmation
- to enable further information
- complying with legal obligation

We use your device information you provided to us for the following purposes;

- To create your Account
- To personalize your experience of our website
- To improve and optimize our websites in order to better serve you

3. Sharing Your Personal Information

We share your personal information with third parties for the purposes mentioned above.

Makers: We share your order information (contact details) with makers who are involved in production of your requested work or service, solely for the purpose of communication in relation to work.

Carriers: We share your order information (invoice details) with carrier who are involved in shipping the Deliverable to your address.

Banks/e-wallets: We share your order information (payment details) with the associated bank or e-wallets who assist us in collecting payments from you.

Third party software partner: We share your personal information with third party software partner, solely for the purpose of data storage and data security.

Data Analysis Third Party: We share your device information with Data Analysis Third Party (For example, Google Analytics) to analyze data and help us in marketing and customer service.

Authorized officials/Court: We share your personal information with authorized officials or Court if any law of Nepal or order of a competent Court of Nepal require us to disclose the data compulsorily.

We may exchange information with third parties for the purposes of fraud protection and credit risk reduction in accordance with the provisions of the **Electronic Transaction Act 2063**. We may share or disclose your personal information with other third parties after obtaining your prior informed consent.

4. Transfer of Your Personal Information

Your personal information, may be transferred to, and maintained on, the computers located outside your country where the data protection laws may differ from those from your jurisdiction.

We use commercially reasonable efforts to ensure that the transfer of personal information are committed to this Privacy Policy. No transfer of personal information shall take place to an organization or a country which jeopardize the security commitments of this Privacy Policy.

5. Cookies

Cookies are small text files that are sent to your browser by the websites you visit and are stored on your device's internal memory.

We may use cookies to provide you better site experience and tool in future. We may use third party to use cookies on our behalf. You have option to accept or reject the cookies. For the technical cookies which do not ask for your prior consent, you may manage and disable all the cookies through your browser settings.

6. Your Consent and Rights

We collect, use and process your personal information in accordance to Privacy Policy based on your unambiguous, free and informed consent. By creating your Account in our website after ticking 'I agree to the Terms and Conditions of Makerko' you give us your consent to use and process your personal information for the purposes mentioned in Clause 2 of Privacy Policy.

You may withdraw your consent at anytime. However, the profile information and order information are compulsorily required for us to facilitate you the performance of work you have requested. The consent to device information is voluntary, the failure to provide consent shall not prevent you from using the website for design and prototyping services.

You have rights to access your personal information we hold about you and ask to correct, update or delete them as per Chapter 10 of **Privacy Act 2075** related to **Collection and Protection of Personal Information**. You have the right to ask us to stop using your device information anytime as per Chapter 6 of **Privacy Act, 2075**. You have other related rights protected by **Privacy Act, 2075**.

7. Data Storage

A third party software company stores your personal information on our behalf. The third party software company upholds all the terms of our privacy policy.

8. Duration of storage

For those users who only visit our website, your personal information shall be stored at most for three years from your last interaction with us, in accordance to EU GDPR and equivalent laws across the world. However, we may keep the personal information for longer period if required in accordance to our regulatory or commercial liabilities.

For those users who use the services of our website or are a member, your personal information shall be stored at most for six years from your last interaction with us, in accordance to EU GDPR and equivalent laws across the world. However, we may keep the personal information for longer period if required in accordance to our regulatory or commercial liabilities.

9. Security

We use commercially reasonable efforts to prevent your personal information from any kind of misuse, breach, unauthorized access, unauthorized disclosure or harm. However, due to the design of the internet, ever-changing technology, and other factors not under our control, we cannot guarantee that your personal information will be free from unauthorized access by third parties and security breaches.. We do not hold any responsibility for the unauthorized access by third parties, errors in transmission or your decision to disclose your personal information. You provide us with your personal information at your own risk.

We may update our cyber-security policies when it deems fit.

10. Third party Links

Our website may contain links to other sites. If you click on a link, you will be directed to that site. These sites are not operated by us. We therefore have no responsibility or liability for the content, activities, privacy policies of these sites. We advise you to check the privacy policies of those sites.

11. Eligibility

Any person under the age of eighteen years or a person of unsound mind may use our website with the involvement of their parents.

12. Changes to the Privacy Policy

The Privacy Policy may be changed or updated time to time. Any material changes shall be notified to you through notice of an update.

13. Contact Us

Makerko Private Limited

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