## **Privacy Policy for Website**

At Poddar, we are committed to safeguarding the privacy and security of our customer's personal information. This Privacy Policy outlines how we collect, use, disclose, and protect the data we gather when you interact with our firm or use our website or services. By engaging with us, you consent to the practices described in this policy.

#### 1. Information Collection:

#### 1.1 Personal Information:

When you purchase our products, or engage with us in any way, we may collect certain personal information, such as your name, email address, shipping address, and contact details. We only collect information that is relevant to fulfilling your orders and providing you with an optimal customer experience.

### 1.2 Payment Information:

To process your orders, we may collect payment information, including credit or debit card details or other payment method details. However, we do not store your complete payment information. We utilize trusted third-party payment processors who handle your payment details securely.

## 1.3 Website Usage Information:

When you visit our website, we automatically collect certain information about your interactions, such as your IP address, browser type, device information, and website usage patterns. This information helps us analyse trends, improve our website, and enhance your browsing experience.

## 2. Use of Information:

# 2.1 Order Processing and Customer Support:

We use the information you provide to process your orders, ship products, and provide customer support. This includes communicating with you about your orders, resolving inquiries or issues, and keeping you informed about our products and promotions.

#### 2.2 Personalization and Marketing:

With your consent, we may use your personal information to personalize your experience and provide you with tailored recommendations, special offers, and relevant marketing communications.

You can opt-out of receiving such communications at any time by following the instructions in the communication or contacting us directly.

## 2.3 Internal Operations:

We may use the information we collect for internal purposes, such as analyzing customer preferences, improving our products and services, enhancing website functionality, and conducting research and analytics.

#### 3. Information Sharing:

#### 3.1 Trusted Service Providers:

We may engage trusted third-party service providers to perform certain functions on our behalf, such as payment processing, shipping, data analysis, or customer support. These providers have access to your personal information only to the extent necessary to fulfill their obligations to us and are obligated to maintain its confidentiality.

### 3.2 Legal Compliance and Protection:

We may disclose your personal information if required by law, legal process, or governmental request. We may also disclose your information to protect our rights, investigate fraud or security incidents, or enforce our terms and conditions.

#### 4. Data Security:

We implement industry-standard security measures to protect your personal information from unauthorized access, disclosure, alteration, or destruction. However, please note that no method of data transmission over the internet or electronic storage is 100% secure, and we cannot guarantee absolute security.

### 5. Data Retention:

We retain your personal information for as long as necessary to fulfill the purposes outlined in this Privacy Policy, unless a longer retention period is required or permitted by law.

## 6. Your Privacy Rights:

You have the right to access, correct, update, or delete your personal information in our records. If you have any privacy-related requests or questions, please contact us using the information provided below.

# 7. Changes to this Privacy Policy:

We may update this Privacy Policy from time to time to reflect changes in our practices or applicable laws. We encourage you to review this policy periodically for any updates.