

Privacy Policy

Last Updated: November 2025

This Privacy Policy explains how **Celebration Agenda** collects, uses, discloses, and protects your personal information when you visit our website, purchase our Christmas hampers, or use our gift curation and event coordination services.

We are committed to complying with the **General Data Protection Regulation (GDPR)** and the **Data Protection Act 2018 (Ireland)**.

1. Who We Are

Business Name: Celebration Agenda

Location: Ireland

We act as the **Data Controller** of your personal data.

2. Personal Data We Collect

We may collect and process the following information:

a) Information You Provide

- Name
- Delivery address
- Email address
- Phone number
- Payment information (processed securely by third-party providers)
- Order details and customer notes
- Event coordination enquiry details
- Feedback or reviews

b) Automatically Collected Data

When you visit our website, we may collect:

- IP address
- Browser type and version
- Device information
- Log data
- Cookies

3. How We Use Your Personal Data

We use your personal data for the following purposes:

- To process and fulfil your hamper orders
- To manage delivery and communicate shipping updates

- To respond to enquiries about event coordination or gift curation services
- To provide customer support
- To process payments
- To improve our website and services
- To send important service-related updates (e.g., order confirmation)
- To comply with legal and regulatory requirements

We do **not** use your data for automated decision-making.

4. Legal Basis for Processing

We process your data under the following GDPR legal bases:

- **Contractual necessity:** To process your orders and provide services.
- **Legitimate interest:** To improve our website and respond to enquiries.
- **Legal obligation:** To maintain financial records required by Irish law.
- **Consent:** For optional marketing communications (only if you opt in).

5. How We Store and Protect Your Data

We store your personal data securely and take appropriate measures to protect it from loss, misuse, or unauthorised access.

Your data is stored either in:

- secure website servers,
- secure payment processors (Stripe, PayPal, Shopify, etc.),
- or encrypted business devices.

We do **not** store payment card details on our own servers.

6. Sharing Your Personal Data

We do not sell your information. We may share your personal data with:

- **Delivery providers** (e.g., An Post, courier companies) for shipping
- **Payment processors** (e.g., Square, Stripe, PayPal)
- **Website hosting providers**
- **Professional advisers**, if required (e.g., accountants for tax compliance)

All third parties process your data only as required.

7. How Long We Keep Your Data

We retain your personal data only as long as necessary for:

- order fulfilment,
- accounting and legal requirements,
- customer service purposes.

Typically:

- **Order information:** 3 years (required for financial records)
- **Enquiry emails:** 12–24 months
- **Marketing data:** until you withdraw consent

8. Your GDPR Rights

You have the right to:

- Access your personal data
- Correct inaccurate data
- Request deletion (“right to be forgotten”)
- Object to processing
- Restrict processing
- Withdraw consent at any time (for marketing)
- Request a copy of your data in a portable format

To exercise any of your rights, contact us using the form on our Home Page.

9. Cookies

Our website may use cookies to improve functionality, personalize experience, and analyse traffic. You can control cookies through your browser settings.

10. International Transfers

We only transfer personal data outside the EU/EEA if:

- necessary for website hosting or email services, and
- protected by GDPR-approved safeguards (e.g., Standard Contractual Clauses).

11. Children’s Privacy

Our services are not intended for individuals under **16**. We do not intentionally collect data from children.

12. Changes to This Policy

We may update this Privacy Policy periodically. The “Last Updated” date will reflect the most recent changes.

13. Contact Us

If you have questions or concerns about this Privacy Policy or your personal data rights, email us at: