

## PRIVACY POLICY

This privacy policy is an electronic record in the form of electronic contract formed under the Information Technology Act 2000 and the rules made there under and the amended provisions pertaining to electronic documents / records in various statutes as amended by the Information Technology Act, 2000. This privacy policy does not require any physical, electronic or digital signature.

This privacy policy is a legally binding document between you and the Byooteas Life. The terms of this privacy policy will be effective upon your acceptance of the same (directly or indirectly in electronic form) and will govern the relationship between you and M/s Byooteas Life (OPC) Private Limited (Hereinafter referred to as “**Byooteas Life**”) for your use of website: [www.mybyootea.co.in](http://www.mybyootea.co.in)

This document is published and shall be construed in accordance with the provisions of the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data of Information) Rules, 2011 under Information Technology Act, 2000 that require publishing of the privacy policy for collection, use storage and transfer of sensitive personal data or information.

**Please read this privacy policy carefully. By using the website, you indicate that you understand, agree and consent to this privacy policy. If you do not agree with the terms of this privacy policy, please do not use this website. You hereby provide your unconditional consent or agreements to the Byooteas Life as provided under section 43A and section 72A of Information Technology Act, 2000.**

Thank you for visiting [www.mybyootea.co.in](http://www.mybyootea.co.in). As used in this privacy statement, the terms “our”, ”we” and “us” refer to both **M/s Byooteas Life (OPC) Private Limited** and the Customers/Independent Distributors unless the context provides otherwise.

This privacy policy sets out how Byooteas Life uses and protects any information that you give us when you use this website. Byooteas Life is committed to ensuring that your privacy is always protected. Should we ask you to provide certain information by which you can be identified when using this website, and then you can be assured that it will only be used in accordance with this privacy statement.

### **What Information We Collect and How We Use It**

The information that we collect on our website comes under two general categories:

- Personally Identifiable Information
- Aggregate Information

### **Personally Identifiable Information**

This refers to information that lets us know who you are or things specifically about you.

#### **A. Visitors**

You can browse our website without sharing any Personally Identifiable Information. If you want to register with us as a Customer/Independent Distributor place an order, you may voluntarily provide your Personally Identifiable Information (name, address, email address or telephone number) to be shared with a registered Customer/Independent Distributor for the purpose of assisting you with registration and order placement. We might also maintain a record of your contact information to help us provide better services in case you contact us again.

#### **B. Ordering**

When you place an order on our website, Personally Identifiable Information (such as name, contact info, order info, payment details whether online through debit, credit card and other transaction info or through account transfer) will be collected for the purpose of processing and delivering your order. We may also provide certain necessary order details to our shipping partners to complete the delivery of the order.

#### **C. Credit Card Storage**

The Credit Card Information collected for online shopping is used only to process payments for the orders and, is not retained on our website. The information is securely transmitted to the bank, and we store only the reference number and amount paid information provided by the bank.

#### **D. Surveys and Promotions**

You may voluntarily provide Personally Identifiable Information to participate in occasional surveys, user polls or to answer questionnaires. This information is used by us to better our products and services. We may also use this information to provide you marketing and promotional material.

#### **Aggregate Information**

This refers to information that does not distinguish you as a particular individual. This information includes your browser and operating system type, your IP address, URL (Uniform Source Locator) of the website that directed you to our site and any search terms you enter on our site. Such information is aggregated by our web server to monitor the activities on the site and evaluate its performance. This helps us improve the features and functions on the website to provide you a satisfactory user experience. We might compile, publish, store, collect, promote, disclose or use any Aggregate Information. We generally do not correlate any Personally Identifiable Information with Aggregate Information. In case we do this, it will be protected as per the terms mentioned for Personally Identifiable Information in this Privacy Policy.

Byooteas Life through this website uses “cookies” to enable you to sign in into our services and to help personalize your online experience. As you browse, we may install cookies (tiny text files stored on your hard disk by a web page server) in your browser. Cookies cannot harm your computer and they do not contain any personally identifiable information. One of the primary purposes of cookies is to store your preferences and other information on your computer in order to save your time by eliminating the need to repeatedly enter the same information and to display your personalized content on your later visits to website. Cookies also help us to improve our site and to deliver a better and more personalized service. Among other things, they enable us:

- To estimate our audience size and usage pattern.
- To store information about your preferences, and so allow us to customize our site according to your individual interests.
- To increase the speed of your searches.
- To recognize you when you return to our site.

#### **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online. It is your sole responsibility to safeguard the password created for your online account. In case you suspect that your password has been compromised, contact Byooteas Life via email at ..... as soon as possible. Since your Byooteas Life Customer/Independent Distributor and account password are specific to you, you take full responsibility for any and all activity conducted on our site with your ID and password.

**Third Party Links**

Byooteas Life website [www.mybyootea.co.in](http://www.mybyootea.co.in). does not include or offer third party products or services for its Customers/Independent Distributors on the website.

**Children's Privacy Protection**

Byooteas Life website [www.mybyootea.co.in](http://www.mybyootea.co.in). neither targets nor is intended for children below the age of 18 years. Personally Identifiable Information will not be collected from children on purpose and if we discover such data on our site, the same will be deleted.

**Changes to this Statement**

Please check frequently for any updates or changes in this privacy policy before using this website or submitting any Personally Identifiable Information on this website. By using this website, you acknowledge acceptance of this Privacy Statement in effect at the time of use.

**Intellectual Property and Use of content on the Website**

Byooteas Life website [www.mybyootea.co.in](http://www.mybyootea.co.in). and the content on the same are protected by intellectual property rights, including copyrights, trade names and trademarks, including the Name, Byooteas Life, Byooteas Life logo, are owned by Byooteas Life or used by Byooteas Life under a license or with permission from the owner of such rights. The content protected by such intellectual property rights includes the design, layout, look, appearance, visuals, photographs; images, articles, stories and other content on Byooteas Life Website [www.mybyootea.co.in](http://www.mybyootea.co.in).

The content on Byooteas Life website [www.mybyootea.co.in](http://www.mybyootea.co.in) may only be reproduced, distributed, published or otherwise used only after prior written consent from the authorized signatory of Byooteas Life.

**How to Contact Us**

In accordance with Information Technology Act 2000 and rules made there under, you have any comments or inquiries about this Privacy Policy, if you would like to update information we have about you, or to exercise your rights, you may contact our Grievance Officer by emailing on .....