



## **Privacy Protection Policy for Contact Us Form**

At **Unity Music Africa**, we are committed to protecting your privacy and ensuring the security of your personal information, in compliance with the Protection of Personal Information Act (POPIA) and other applicable laws. This Privacy Protection Policy outlines how we collect, use, disclose, and safeguard the information you provide to us through our "Contact Us" form.

### **Information We Collect:**

When you use our "Contact Us" form, we may collect the following information:

**Personal Information:** This includes your name, email address, and any other contact details you provide voluntarily.

**Message Content:** The content of the message you send to us through the form.

### **How We Use Your Information:**

We may use the information collected through the "Contact Us" form for the following purposes:

**Responding to Inquiries:** We will use your provided information to respond to your inquiries, comments, or feedback.

**Improving Services:** Your feedback may be used to enhance our products, services, and user experience.

**Communication:** We may use your email address to communicate with you regarding your inquiry or other relevant matters.

### **Data Retention:**

We will retain the information you provide through the "Contact Us" form for as long as necessary to fulfill the purposes outlined in this policy, or as required by law.

**Information Sharing:**

We do not sell, rent, or lease your personal information to third parties. However, we may share your information in the following cases:

**Service Providers:** We may engage trusted third-party service providers to assist us in operating our platform or conducting business activities. These service providers are bound by confidentiality agreements and are only permitted to use your information for the specified purposes.

**Legal Requirements:** We may disclose your information if required to do so by law, or if we believe such action is necessary to comply with legal obligations, protect our rights, or respond to legal processes.

**Data Security:**

We implement reasonable security measures to protect the information you provide to us, as required by POPIA. However, no data transmission over the internet or electronic storage is entirely secure, so we cannot guarantee the absolute security of your information.

**Your Rights Under POPIA:**

You have the right to:

1. Access: Request access to the personal information we hold about you.
2. Correction: Correct inaccuracies in your personal information.
3. Deletion: Request the deletion of your personal information, subject to legal obligations.
4. Withdraw Consent: Withdraw your consent to our processing of your information.

**Contact Us:**

If you have any questions, concerns, or requests related to your privacy or this Privacy Protection Policy, you can email us at [info@unitymusicafrica.com](mailto:info@unitymusicafrica.com)

**Changes to this Policy:**

We may update this Privacy Protection Policy from time to time to reflect changes in our practices or for other operational, legal, or regulatory reasons. We encourage you to review this policy periodically.

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