

# Privacy Policy

CreActivity · Chloe Tiriyaki, ACC

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This Privacy Policy explains how CreActivity collects, uses, discloses, and protects personal information when you visit [creactivity.ca](https://creactivity.ca), book services, make purchases, create a member account, access the Creativity Conditions Inventory (CCI), or otherwise interact with us. By using this website, you agree to the practices described below.

## 1. Information We Collect

CreActivity may collect personal information you provide directly, including your name, email address, phone number, booking details, member account details, payment-related information, and any information you submit through forms, inquiries, newsletters, or feedback tools.

Certain information may also be collected automatically when you use the website, such as your IP address, browser type, device information, pages viewed, referral source, and interactions with cookies or similar technologies.

## 2. How We Use Your Information

CreActivity uses personal information to operate the website, manage bookings and purchases, provide access to the CCI tool and member-only areas, communicate with you about your account or services, send newsletters or updates where you have consented, improve the website and services, protect the security of the site, and meet legal or regulatory obligations.

## 3. Wix Bookings

We use Wix Bookings to schedule and manage services offered through the website. When you book with us, we may collect and store your contact details, appointment information, and any information you choose to provide in connection with a booking.

This information is used to administer appointments, communicate with you about your booking, deliver the requested service, and maintain appropriate business records.

## **4. Wix Payments**

We use Wix Payments to process purchases and payments made through the website. Payment information is handled through Wix's payment infrastructure. CreActivity does not store full payment card details on its own servers.

We may receive limited transaction information necessary to confirm payment, provide services, and maintain accounting and business records.

## **5. Wix Members Area and the CCI Tool**

We use Wix Members Area to provide gated access to the CCI tool and other member-only areas of the site. When you create a member account, we may collect and use your name, email address, login details, and account-related activity to manage access and support your use of the site.

The CCI tool does not collect, transmit, or store your assessment responses or results. Your results exist only within your browser session and are not retained by the tool or by CreActivity. If this changes in the future, this policy will be updated accordingly and your explicit consent will be sought before any results are stored.

If you choose to share your CCI results voluntarily — through a feedback form or within a coaching relationship — any use of that information will be governed by your coaching agreement and the terms set out at the point of submission.

## **6. Newsletters and Marketing Communications**

If you subscribe to our newsletter or otherwise consent to receive updates, CreActivity may use your contact information to send announcements, resources, offers, and other communications related to our services. You may unsubscribe at any time using the unsubscribe link in an email or by contacting us directly at [chloe@creactivity.ca](mailto:chloe@creactivity.ca).

## **7. Conferencing Tools**

CreActivity uses Google Meet to facilitate calls, meetings, and coaching sessions where conferencing is part of the service. If you book or attend a session delivered through Google Meet, your information may be processed through that platform as necessary to host and manage the meeting.

## **8. Cookies and Similar Technologies**

The website may use cookies and similar technologies for essential functionality, security, performance, analytics, and user experience. These technologies may be provided by Wix and other third-party tools integrated into the site.

You can usually control cookies through your browser settings. Please note that disabling certain cookies may affect how the website functions.

## **9. How We Share Information**

CreActivity does not sell your personal information.

We may share information with Wix and related service infrastructure to operate the website, bookings, payments, and members area; with Google Meet when needed to deliver conferencing services; with service providers who help us operate the business; where required by law; where necessary to protect our rights, users, or business; or in connection with a business transfer if one were ever to occur.

## **10. Data Storage and Retention**

Personal information is retained only for as long as necessary to provide services, maintain member accounts, fulfill bookings and transactions, keep appropriate legal and business records, resolve disputes, and enforce agreements.

Information may be stored or processed through Wix and its service providers, and through Google Meet when conferencing is part of service delivery.

## **11. Security**

CreActivity takes reasonable steps to protect personal information against unauthorized access, loss, misuse, or disclosure. However, no method of internet transmission or electronic storage is completely secure, and absolute security cannot be guaranteed.

## **12. Your Privacy Rights**

Subject to applicable law, you may request access to the personal information we hold about you, ask that inaccurate information be corrected, withdraw consent where consent is the basis for processing, or contact us with questions about how your information is collected, used, or disclosed.

If your concern is not resolved to your satisfaction, you have the right to contact the Office of the Privacy Commissioner of Canada at [priv.gc.ca](http://priv.gc.ca) or 1-800-282-1376.

### **13. Children's Privacy**

This website is not intended for children under the age of 13, and CreActivity does not knowingly collect personal information from children under 13 without appropriate consent. If you believe a child has provided personal information through the website, please contact us so the matter can be reviewed.

### **14. Changes to This Policy**

CreActivity may update this Privacy Policy from time to time. Any changes will be posted on this page with an updated effective date. Continued use of the website after any change means you accept the revised policy.

### **15. Contact**

For questions about this Privacy Policy or how personal information is handled, please contact:

**Chloe Tiryaki, ACC** · CreActivity

[chloe@creactivity.ca](mailto:chloe@creactivity.ca)

[creactivity.ca](http://creactivity.ca)

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