

## Privacy Policy

World Trade Centre Accra

Last Updated: 01 July 2025

### 1. Introduction

This Privacy Policy explains how World Trade Centre Accra (“we”, “us”, or “our”) collects, uses, discloses, and protects your personal information when you use our website (<https://wtcaccra.com>) or interact with us through our services, events, or communications.

By using our website or services, you agree to the terms of this Privacy Policy.

### 2. Information We Collect

We may collect the following types of personal information:

Identifiers: Name, postal address, phone number, email address.

Professional Information: Employer, job title, business contact details.

Educational Information: Degrees earned, institutions attended.

Commercial Information: Business name, business address, etc.

Technical Data: IP address, browser type, cookies, device data.

Financial Data: Bank account info for transactions (via third-party processors).

Communication Content: Emails, messages, call recordings.

Media: Photos or videos submitted to us.

Usage Data: Browsing history, site interactions.

Inferred Data: User preferences, interests, and behaviors.

Other Information: Any additional information you provide voluntarily.

### 3. Use of Information

We use your information for:

Delivering services and benefits.

Providing customer support.

Improving our website and offerings.

Conducting analytics and market research.

Marketing and communications.

Ensuring security and fraud prevention.

Complying with legal requirements.

### 4. Disclosure of Information

We may share your personal information:

Within World Trade Centre Accra and affiliated organizations.

With authorized service providers and partners.

When required by law, court orders, or legal processes.

During business transitions such as mergers or acquisitions.

With your consent or at your direction.

## 5. Public and Social Media Areas

Interactive sections of our site or social media may be public. Any content you share there may be visible to others. Please use caution when sharing personal data publicly.

## 6. Data Security and Retention

We implement reasonable security measures to protect your data. However, no internet transmission is completely secure. By using our services, you accept the risk and responsibility for your data transfer.

We retain your data only as long as necessary for our operations or to comply with legal obligations.

## 7. International Data Transfers

By using our services, you acknowledge that your data may be transferred to and stored in Ghana or other countries with appropriate safeguards in accordance with applicable data protection laws.

## 8. Cookies and Tracking

We use cookies and similar technologies to personalize your experience, analyze usage, and deliver targeted ads. You can manage your cookie preferences in your browser settings.

## 9. Your Rights

You have the right to:

Access, correct, or delete your personal data.

Object to or restrict certain processing.

Withdraw your consent at any time.

Lodge complaints with a data protection authority.

To exercise your rights, contact us at [info@wtcaccra.com](mailto:info@wtcaccra.com).

#### 10. Children's Privacy

Our services are not directed to children under 16. We do not knowingly collect information from children. If you believe a child has submitted personal data, contact us immediately.

#### 11. Links to Other Websites

Our website may contain links to third-party websites. We are not responsible for their content or privacy practices. Please review their privacy policies before providing any data.

#### 12. Contact Us

If you have any questions, feedback, or privacy-related requests, please contact us:

World Trade Centre Accra

No. 29 Independence Avenue, Ridge, Accra

Phone: +233 (0)30 276 9364

Email: [info@wtcaccra.com](mailto:info@wtcaccra.com)