# **Privacy and Cookie Statement**

General details Sindy Cremer:

Name: Sindy Cremer Address: 1, Massugeon

City: 87320 Bussière-Poitevine, France

Email: sindy@sindycremer.com

At Sindy Cremer, we are committed to maintaining the trust and confidence of our visitors to our web site. In particular, we want you to know that Sindy Cremer is not in the business of selling, renting or trading personal details with other companies and businesses for marketing purposes. We just don't do that sort of thing. But just in case you don't believe us, in this Privacy Statement, we've provided lots of detailed information on when and why we collect your personal information, how we use it, the limited conditions under which we may disclose it to others and how we keep it secure.

### Personal details we collect

- Name, email address and (if supplied) telephone number.
- Address detail (when applicable)

### **How Sindy Cremer collects your personal details**

The personal details Sindy Cremer processes, are supplied by yourself, e.g. by filling out a form (e.g. the contact form) or because you are using the services offered by Sindy Cremer.

### Purpose of the processing of personal details

#### Providing services

When you ask for information, request a quote or give us an order, we need the details to perform the requested service.

### To contact you

We will only contact you if and when necessary to perform the requested service or to follow up on agreements with you, or when you have asked us or given us your permission to do so.

#### Handling your payment

We need these details from our clients for invoicing and administration purposes.

### To comply with legal obligations

We use personal data for complying with fiscal obligations. Furthermore, we keep personal data where we have a legal right or duty to use or disclose your information (for example in relation to an investigation by a public authority or in a legal dispute).

# **Retention period**

Sindy Cremer will not retain your data for longer than necessary for the purposes set out in this Policy. Different retention periods apply for different types of data, however the longest we will normally hold any personal data is 7 years, in accordance with national fiscal retention obligations.

# Sharing data with third parties

Sindy Cremer will not disclose your personal data to any third party, except when necessary to execute our agreement with you or when required by law (after a thorough check whether the requesting party is authorised to do so in accordance with legislation and regulations).

# Access to your personal information

You are entitled to view, amend, or delete the personal information that we hold. Email your request to <a href="mailto:Sindy@Sindycremer.com">Sindy@Sindycremer.com</a>. Sindy Cremer will respond as soon as possible, but not later than 1 month after receiving your request.

# **Objection and transferability**

You are entitled to withdraw your permission to process your personal data or to object to processing your personal data by Sindy Cremer. You are also entitled to transferability of your personal details. Email your request to have your personal data forwarded as a computer file to yourself or another organisation, to be named by you, to Sindy@Sindycremer.com.

#### **Cookies**

Cookies are text files containing small amounts of information which are downloaded to your personal computer, mobile or other device when you visit a website. Cookies are then sent back to the originating website on each subsequent visit, or to another website that recognises that cookie. Cookies are useful because they allow a website to recognise a user's device. Cookies do lots of different jobs, like letting you navigate between pages efficiently, remembering your preferences, and generally improve the user experience. You can choose to delete existing cookies, allow or block all cookies and set preferences for certain websites using your browser's settings (if you are not familiar with how to do that, follow the instructions on <a href="http://www.allaboutcookies.org/manage-cookies/">http://www.allaboutcookies.org/manage-cookies/</a>).

#### Functional and analytical cookies

Sindy Cremer only uses functional and analytical cookies. These cookies allow the website to remember choices you make (such as language) and to provide services you have asked for such as watching a video or commenting on a blog. The information these cookies collect may be anonymised and they cannot track your browsing activity on other websites. Information collected by cookies for statistical analyses is aggregated and therefore anonymous.

These cookies are only used to improve how the website works and do not require the user's permission.

### **Google Analytics**

Our website uses Google Analytics, a web analytics service provided by Google, Inc. ("Google"). The information generated by the cookie about your use of our website (including your IP address) will be transmitted to and stored by Google on servers in the United States. Google will use this information for the purpose of evaluating your use of our website, compiling reports on website activity for website operators and providing other services relating to website activity and internet usage. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google. Further information about Google's privacy policy may be obtained from http://www.google.com/privacy.html.

# Security

The internet is not a secure medium. However, Sindy Cremer takes reasonable technical and organizational precautions to prevent the loss, misuse, unauthorized access, unwanted publication or unlawful alteration of your personal information.

We have put in place various security procedures as set out in this policy. We use secure server software (SSL) to ensure your personal data don't fall into the wrong hands, and our website and email is hosted on a secure server. Whilst we cannot ensure or guarantee that loss, misuse or alteration of data will not occur, we use our best efforts to prevent this. If you feel that your personal data are not sufficiently protected or if you would like more information on how the personal data, collected by Sindy Cremer, are secured, please contact <a href="mailto:Sindy@Sindycremer.com">Sindy@Sindycremer.com</a>.

### Right to complain

You have the right to lodge a complaint with the EU's independent data protection authority, the European Data Protection Supervisor, if you consider that, in connection with personal data relating to you, there is an infringement of the General Data Protection Regulation (GDPR) by Sindy Cremer. Please use this link to do so.

### **Changes to this Privacy Notice**

We may make changes to this privacy policy from time to time. If we change our privacy policy we will post the changes on this page of the website. Please check our website periodically for any changes.

This Privacy Statement was last reviewed on May 11<sup>th</sup>, 2018.