

May, 2018

PRIVACY NOTICE

Exitflex SA respects the privacy of staff and customers and will only collect and use personal data in ways that are described here, and in compliance with your rights under the law.

Information about us

Exitflex SA, registered in Switzerland under company no. CH-550-0105280-3
Registered address: 2, chemin de la Crétaux, 1196 Gland

This Privacy Notice explains how we use your personal data, how it is collected, how it is held, and how it is processed. It also explains your rights under the law relating to your personal data.

Rights:

Under GDPR, you have the following rights, which we will always work to uphold:

- The right to be informed;
- The right of access;
- The right to rectification;
- The right to erasure;
- The right to restrict processing;
- The right to data portability;
- The right to object;
- The right not to be subject to automated decision making including profiling.

Personal Data Collected:

We may collect the following data:

Source of the Data	Type of Personal Data
When obtaining quotes/opening trade accounts, contact request through website, telephone or email	Applicants Name
	Trading/Business/Company name
	Trading/Business/delivery address
	Telephone number
	Sales Contact name
	Payment contact name
	Business website
	Business email address
	Payment method
	Business website/estimated annual turnover/principal business activity/trading since date/credit required
	Sole traders/Partner's full name
	Sole traders/Partner's home address
	Sole traders/Partner's telephone no.
	Bank details; name/address/sort code/account no.
	Trade reference details

How Personal Data is used

Under GDPR we must always have a lawful basis for using personal data. This may be because the data is necessary to perform the process of a contractual sale, you have consented to our use of your personal data, or we have a legal obligation and the process is necessary to comply with the law.

Your personal data may be used for one of the following purposes:

- Providing and managing your account
- Supplying our products and services to you. Your personal details are required in order for us to enter into a contract with you.
- Personalising our products for you.
- Communicating with you. This may include responding to emails or calls from you.
- Supplying you with information by email and/or post that you have opted in to opt-out or unsubscribe available at any time at info@exitflex.com
- Processing payment for our product/services
- Obtaining references/credit check with your consent
- Dealing with warranty claims
- Detect and prevent fraud

With your permission and/or where permitted by law, we may also use your personal data for marketing purposes, contacting you by email/telephone/message/post with information, news and offers on our products and services. You will not be sent any unlawful marketing or spam.

Personal Data Retention

Personal data will only be kept for as long as it is necessary and relevant to maintain a business relationship. It will only be used for the purpose in which it was collected or to satisfy any legal requirements.

At the end of the retention period, your data will either be deleted completely or anonymised so that it can be used in a non-identifiable way for statistical analysis and business planning.

Personal data storage and transfer

Your personal data is stored in Switzerland, however we may transfer some of your personal data in countries that are not part of the European Economic Area, for example, your contact details for a product warranty claim to our suppliers located outside EEA. The countries outside EEA may not have data protection laws that are as strong as those in Switzerland and/or the EEA. This means that we will take additional steps in order to ensure that your personal data is treated just as safely and securely as it would be within Switzerland and under the GDPR.

The security of your personal data is essential to us, and to protect your data, we will undertake a number of important measures such as encryption and password protection.