

# PRIVACY POLICY

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We are the company Mgr. art. Jana Rössl Kiss, www.jankakiss.com. We operate a website offering services in the field of graphic design, illustrations, branding, workshops, and preparation for talent exams, including an e-shop offering digital and printed products on the website www.jankaKiss. com.

When providing our services, selling goods (digital products and courses), and operating our website, we process certain personal data.

The processing of personal data is mainly governed by Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 2016, on the protection of natural persons concerning the processing of personal data and on the free movement of such data, repealing Directive 95/46/EC (General Data Protection Regulation - "GDPR").

# I. PROCESSING OF PERSONAL DATA

## 1. Processing of personal data when using the contact form

If you contact us regarding our products and services, we will process your contact details provided, mainly via the contact form. These personal data include: Name, Surname, Email address, Phone number, Website, and Preferred product/service name.

#### Why?

Based on the provided personal data, we will contact you regarding our service offers.

#### Legal basis:

This processing is based on Article 6(1)(b) of GDPR – performance of a contract or taking steps at your request before entering into a contract.

If you do not provide these personal data, we will not be able to communicate with you regarding the contract for providing our products and services.

#### How long will we process personal data?

Unless further cooperation is established, we will process your personal data for up to 1 year from our last communication.

## 2. Processing of personal data in case of purchase

If you decide to cooperate with us and purchase our product, we will process personal data necessary to conclude a contract for the provision of our products or services. These mainly include billing details: Name, Surname, Address, Phone number, and Email address.

## Why?

We need to process personal data to fulfill our contractual obligations – delivering goods or providing services. Using the contact details, we will also communicate with you regarding the status of your order, potential complaints, or inquiries.



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Furthermore, we process personal data to fulfill our legal obligations under applicable laws (mainly for accounting and tax purposes, handling complaints, etc.).

#### Legal basis:

Processing is based on Article 6(1)(b) of GDPR – performance of a contract, and Article 6(1) (c) of GDPR – compliance with our legal obligations.

If you do not provide these personal data, we will not be able to conclude a contract for the supply of our products or services.

#### How long will we process personal data?

During the provision of goods or services and for 10 years after the last service provision or product delivery.

Newsletter (Commercial Communication)

If you have purchased goods or services from us and have not explicitly declined marketing communications, we will use your email address to send marketing communications.

#### Legal basis:

Processing is based on Article 6(1)(f) of GDPR – our legitimate interests, which include marketing communication targeting our customers.

#### How long will we process personal data?

For 5 years from your last purchase of our products or services. If you no longer wish to receive our marketing communications, you may unsubscribe at any time via email or contact us at office@jankakiss.com.

## **II. WHO CAN ACCESS THE DATA?**

Your personal data remains with us. However, some companies or individuals assisting in the operation of our website have access to your personal data, such as:

Email service provider / www.webhouse.sk Intuit Mailchimp Personal data is processed only within the European Union.

## **III. ADDITIONAL INFORMATION**

We do not have a Data Protection Officer. We do not make decisions based on automated processing or profiling. If you have any questions regarding personal data, please contact us at office@jankakiss.com or call +421 911 867 127.

# **IV. USE OF COOKIES**

#### [cookie\_declaration]

Additional information about cookies and their current list can be found through individual internet browsers, usually in the Developer Tools section.

Consent can be expressed via the button in the so-called cookie banner. You can also refuse cookies in your browser settings or configure them to accept only certain ones.

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Further information on cookie management in different browsers can be found at the following links:

Internet Explorer – https://support.microsoft.com/en/help/17442/windows-internet-explorer-delete-manage-cookies

Google Chrome – https://support.google.com/chrome/answer/95647?co=GENIE. Platform%3DDesktop&hl=en

Firefox - https://support.mozilla.org/en/kb/enable-and-disable-cookies-website-preferences

Safari - https://support.apple.com/en-us/guide/safari/sfri11471/mac

Opera - https://help.opera.com/en/latest/web-preferences/#cookies

Microsoft Edge - https://docs.microsoft.com/en-us/microsoft-edge/devtools-guide

# V. YOUR RIGHTS REGARDING PERSONAL DATA PROCESSING

Under GDPR, you have the right to contact us and request information about the personal data we process, access these data, and have them updated or corrected. You may also request the restriction of processing, a copy of the processed personal data, the deletion of personal data in certain cases, and, in some situations, the right to data portability.

You may object to processing based on legitimate interest.

If you believe that we are handling your data improperly, you have the right to file a complaint with the supervisory authority, which in our jurisdiction is the Office for Personal Data Protection of the Slovac Republic [https://dataprotection.gov.sk/en], or take legal action.

This policy is effective as of October 21, 2024.

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