

## **PRIVACY POLICY**

In accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (GDPR), as well as Organic Law 3/2018 on the Protection of Personal Data and Guarantee of Digital Rights (LOPDGDD), we outline below our Privacy Policy.

We reserve the right to modify this Privacy Policy in order to adapt it to new legislative or jurisprudential developments, or to interpretations issued by the Spanish Data Protection Agency. In such cases, any changes will be announced clearly and in advance, indicating the modifications made and, where necessary, requesting the User's acceptance of such changes.

The User undertakes that all personal data provided are true and accurate.

### **WHAT TYPE OF DATA WILL WE USE?**

Identifying data (name, email address, and telephone number).

### **FOR WHAT PURPOSES WILL WE USE THE USER'S DATA?**

- To respond to Users' inquiries submitted through the contact form.
- For tax, accounting, and administrative management purposes, in order to provide the service requested by the User and to comply with the corresponding legal obligations arising from the service provided.
- If the User accepts cookies, data such as IP address, geolocation, service usage logs, sites visited, and browsing habits may be collected in order to improve the quality of our service/product and for statistical purposes.

### **WHAT ARE THE LEGAL BASES FOR PROCESSING?**

We may process the User's personal data based on a legitimate interest, related to the provision of our services and the sending of communications - both by ordinary and electronic means - regarding our products.

When the legal basis for processing is consent, we will request the User's explicit acceptance as the legitimate basis for using their data. The User may withdraw consent at any time by sending a message to [liz@sourcesupply.eu](mailto:liz@sourcesupply.eu)

### **HOW LONG WILL WE KEEP THE USER'S DATA?**

We will retain the User's personal data in our information systems for as long as necessary, while the client relationship continues, and for the period required to comply with legal obligations.

### **TO WHOM MAY WE DISCLOSE THE USER'S DATA?**

User data will not be shared with third parties except in cases where there is a legal obligation, explicit authorization from the User, and/or when necessary to fulfill the contract agreed for the provision of our services.

In order to manage the requested services and/or products, in some cases it may be necessary to share data with companies within the same group and/or service providers, for administrative, storage, or communication support purposes.

No data transfers outside the European Union are planned, except in cases where the User expressly authorizes such transfers for the management of the service we provide.

### **HOW CAN THE USER EXERCISE THEIR RIGHTS?**

The User may exercise their rights of access, rectification, objection, and erasure of their data, as well as request restriction and portability of such data, by contacting the following email address: [liz@sourcesupply.eu](mailto:liz@sourcesupply.eu)

#### **In the following cases:**

- To rectify inaccurate data or, where applicable, request their erasure (“right to be forgotten”) when, for example, consent has been withdrawn. In such cases, data will only be retained for the exercise or defense of legal claims and/or for compliance with a legal obligation.
- To request restriction of processing when, for example, the data are no longer necessary for the purposes for which they were collected.
- To request the portability of the User’s data in an automated format that allows their copying, transfer, or transmission, when processing is carried out by automated means.
- In addition, Users may file a complaint with the Supervisory Authority (Spanish Data Protection Agency – [www.aepd.es](http://www.aepd.es)).

### **WHAT TYPE OF DATA ARE NON-ESSENTIAL?**

The mandatory nature of certain data collected through forms on the website will be indicated by a warning. Failure to provide such mandatory data may prevent us from providing the services associated with them, and we shall not be held liable for the non-provision or incomplete provision of said services.