# PRIVACY POLICY THE SUN SECRET COLLECTION

## **Privacy Policy**

The Sun Secret Collection takes the privacy of your personal information very seriously and has taken all measures in order to fully comply with the GDPR.

Please see below our Privacy Policy, which describes in detail how The Sun Secret Collection collects, stores and uses personal data.

#### What data we collect

Booking Enquiry / Contact Form

When you make an enquiry on our website using either our Booking Enquiry Form, or our Contact Form, we collect the data that you submit in the form, as listed below:

- Name
- Email
- Telephone Number
- Country of Residence
- The IP address from which you submit your enquiry

We collect the information above for the sole purpose of communicating with you in relation to your request. We will communicate with you either by email or by telephone.

## **Booking with The Sun Secret Collection**

When you make a booking in one of our villas, we require the following information, which we collect and store in order to prepare the necessary paperwork for your rental, as well as to optimally serve your booking:

- Name
- Address
- Country of Residence
- Date of Birth
- Telephone Number
- Email
- Passport Number
- Country issuing your Passport
- VAT Number (For residents of Greece only)

### **Storing your information**

All information that we collect is stored in databases managed by third parties (our "Software Partners") who are certified as GDPR-compliant. All information is stored in servers in the European Union.

Our current Software Partners are:

Google Inc (<u>www.google.com</u>)

## Use and sharing of your Information

The Sun Secret Collection will only use your information with the purpose of conducting business with you and will never share your information with any third parties, except if you make a Booking with The Sun Secret Collection, in which case your information will be used as follows:

- We may share your information with the Property Owner of the Villa that you have booked for contractual purposes only (i.e. signing of the lease agreement) in accordance to international compliance rules.
- Your information may be shared with the local tax Authorities, where lease agreements are submitted, in accordance with the international compliance rules.
- Basic information (Name, Telephone Number, Email) may be shared with our trusted Service Providers (car rental companies, travel agencies, yacht chartering companies, aviation companies, etc.) with the purpose of optimum service delivery.

Right to Access / Rectify / Erase your information

Please contact us in one of the following ways to obtain a copy of the information that we hold for you, as well as to ask us to correct your data, or erase your information.

By Email: reservation@thesunsecretcollection.com

#### Cookies

Our website uses cookies in order to enhance your experience. A cookie is a small piece of text sent to your browser by a website you visit. It helps the website to remember information about your visit, like your Wishlist and other settings. This can make your next visit easier and our site more useful to you. Cookies play an important role. Without them, using the web would be a much more frustrating experience.

We use cookies for many purposes. We use them, for example, to remember your Wishlist, to count how many visitors we receive to a page and to help you sign up for our services. For more information about our use of cookies, please visit the following page of Google: <a href="https://policies.google.com/technologies/cookies?hl=en">https://policies.google.com/technologies/cookies?hl=en</a>

### **Marketing Permissions**

The Sun Secret Collection will use the information you provide on this form to keep in touch with you and to provide updates, news and occasional promotions. Please let us know that you would like us to reach you via email:

#### Email

You can change your mind at any time by clicking the unsubscribe link in the footer of any email you receive from us, or by contacting us at <a href="mailto:marketing@thesunsecretcollection.com">marketing@thesunsecretcollection.com</a>. We will treat your information with respect. For more information about our privacy practices please visit our website. By clicking below, you agree that we may process your information in accordance with these terms.

We use MailChimp as our marketing automation platform. By clicking below to submit this form, you acknowledge that the information you provide will be transferred to MailChimp for processing in accordance with their <u>Privacy Policy</u> and <u>Terms</u>.