# **Privacy Policy**

#### SARL S&K - Villa St. Hubert

The purpose of this policy is to inform you how your personal data will be processed by SARL S&K (hereinafter "S&K"), as data controller, for managing your booking request or reservation. S&K will handle your personal data with great care and in compliance with the applicable laws. For S&K to process your booking as requested by you, S&K will need to collect certain personal data elements from you as described below. Without this information, S&K is unable to complete your booking request or reservation.

The privacy policy in PDF format is available at: privacy-policy-villasthubert.pdf

## Protection of personal data

Your personal data will only be used by S&K for the purpose of which you have provided it, in accordance with the General Data Protection Regulation (GDPR) and the telecommunications law.

#### The use of collected data

The collected data will be used if you:

- make a reservation request
- make a direct reservation

The personal data that S&K collects from you will include the following:

- your first and last name
- the first and last names of your fellow traveler(s), if applicable
- your e-mail address
- your home address
- your phone number

This personal data is necessary in order to properly handle your reservation request.

# Storage of information

The following personal data will be stored for a period of 1 year:

- first and last name
- address, zip code and residence, so that the confirmation of your reservation can be sent to the right person and to the correct address.
- Telephone number, in order to inform you about your request or to exchange last minute information concerning your demand or reservation for a room or apartment. Sometimes it is more convenient to do this by telephone.
- Email address; when you send an email to Villa St. Hubert, you will receive a reply by return-mail.

#### Your data and the systems that process it

Your personal data is stored in the email system of Villa St. Hubert: 'EM-Client'. The information about the privacy policy of EM-client can be found here: https://www.emclient.com/docs/em-client-privacy-policy.pdf

Did you submit a request via the contact form/by email but do you no longer wish to receive any further emails? You can send a request to remove your email address from the database of S&K and your data will be deleted.

## Security of personal data

In order to protect personal data against loss or other forms of unlawful processing, there is an encryption by an SSL-certificate to ensure a maximum level of security.

### Permanent rights

In accordance with the French and European regulations, you can at any time exercise your rights of access, modification, rectification, portability as well as the right to object regarding your personal data.

These rights can be exercised by sending an email to <a href="info@villasthubert.com">info@villasthubert.com</a> or by letter to SARL S&K - Villa St. Hubert - 1, Rue de l'Ancienne Poste - 63710 Saint Nectaire - France. You have the right to authorize an association or an organization mentioned in of the French law; part IV of article 43 of the data protection act of 1978, in order to demand correction before a civil or administrative court or to lodge a complaint before the 'Commission Nationale de l'Informatique et des Libertés' (CNIL).

#### Cookies

A cookie is information that a website puts on a user's computer. Cookies store limited information from a web browser session on a given website that can then be retrieved in the future. They are also sometimes referred to as browser cookies, web cookies or internet cookies. The website of Villa St. Hubert is linked with Google Analytics. Your IP address is masked, no data is forwarded for additional Google services.

Cookies are used for the best possible functioning of this website and to tailor the content of advertisements to your preferences.

## **Questions and feedback**

This privacy policy may be updated from time to time. If you have any questions about this privacy policy, you can send an email to: info@villasthubert.com