

## Privacy policy (English)

### PRIVACY POLICY of Célebrepositivo unipessoal LDA

This Privacy Policy applies to all personal data processed by Célebrepositivo unipessoal LDA as an executive company for Turismo Rural Quinta do Cano.

If you make a booking at Turismo Rural Quinta do Cano you expressly give permission to process your personal data in line with this Privacy Policy.

We expect you to read this Privacy Policy.

#### 1. Responsibility

The company responsible for the processing of personal data is:

Célebrepositivo unipessoal LDA

Address: Quinta do Cano Estrada de Arraiolos, 7000-173 Évora, Portugal

Email: [info@quintadocano.com](mailto:info@quintadocano.com)

Telephone number: +351 969118520

#### 2. What data does Célebrepositivo unipessoal LDA process and for what purpose?

2.1 For your stay at Quinta do Cano the following personal data will be processed:

- first and last name, date of birth, sex
- address data, possible post box address
- telephone number(s), e-mail address(es)
- Passport data

2.2 Célebrepositivo unipessoal LDA processes the personal data referred to in 2.1 for the following purposes:

1.a) Your name, address, telephone number and e-mail address will be used for contact regarding requested information or processing of the obtained information.

2.b) Your name, address, telephone number and e-mail address will be used to register the bookings and for a correct administrative process.

3. c) Your name, address and passport details are used for a proper dealing with the Portuguese authorities, such as the Finanças, the SEF, the tax authorities and the foreigners' service. The data is retained for as long as required by Portuguese authorities.

4.d) Your name and bank account number is used only to settle the payment of services rendered.

#### 3. Storage periods

Célebrepositivo unipessoal LDA will process and store your personal data for the duration of your stay at Quinta do Cano or as long as required by Portuguese law regarding the storage of administrative data for the tax authorities and foreigners' service. Subsequently the personal data will be destroyed.

#### 4. Security measures and processors

4.1 To protect your personal data, Célebrepositivo unipessoal LDA has taken appropriate technical and organizational measures.

4.2 Célebrepositivo unipessoal LDA does not use the services of third parties for the processing of personal data.

4.3 The personal data provided to Célebrepositivo unipessoal LDA will only be used for its own administration

#### 5. Right of inspection, removal and complaints

5.1 You may submit a request to view, receive, change or delete your personal data to the administration of Célebrepositivo unipessoal LDA. Célebrepositivo unipessoal LDA will process your request and inform you within a month of receipt.

5.2 If you wish to object to the processing of your personal data as referred to in Article 2, you can contact Monique Baars as an executive of Célebrepositivo unipessoal LDA.

5.3 If you have any complaints about the way how Célebrepositivo unipessoal LDA processes your personal data or handles your requests, you can contact us by email: [info@quintadocano.com](mailto:info@quintadocano.com) or ask for the complaints book.

5.4 Any other questions or comments about this Privacy Policy can be directed to [info@quintadocano.com](mailto:info@quintadocano.com)

#### 6. Changes

This Privacy Policy can be changed. The changes will be announced on the Website.