# **Ice Forest Privacy Policy**

Last updated: 02/01/2021

Ice Forest is part of the Ice Forest Group which includes Naxos Academy and Fuerteventura Istitute of Technology. This privacy policy will explain how our organization uses the personal data we collect from you when you use our website. Topics:

- · What data do we collect?
- · How do we collect your data?
- · How will we use your data?
- How do we store your data?
- Marketing
- · What are your data protection rights?
- · Privacy policies of other websites
- · Changes to our privacy policy
- How to contact us
- · How to contact the appropriate authorities

### What data do we collect?

Ice Forest collects the following data:

• Personal identification information (Name, email address, phone number, etc.)

### How do we collect your data?

You directly provide Ice Forest with most of the data we collect. We collect data and process data when you:

- Register online or place an order for any of our products or services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.

#### How will we use your data?

Ice Forest collects your data so that we can:

- Process your order and manage your account.
- Email you with special offers on other products and services we think you might like.

If you agree, Ice Forest will share your data with our partner companies so that they may offer you their products and services.

When Ice Forest processes your order, it may send your data to, and also use the resulting information from, credit reference agencies to prevent fraudulent purchases.

#### How do we store your data?

Ice Forest securely stores your data at the secure provided by the web server company. Ice Forest will keep your contact data for 5 years after finishing our commercial relation. Once this time period has expired, we will delete your data by erasing from our server.

## Marketing

Ice Forest would like to send you information about products and services of ours that we think you might like, as well as those of our partner companies.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop Ice Forest from contacting you for marketing purposes or giving your data to other members of the Ice Forest Group.

If you no longer wish to be contacted for marketing purposes, please click here.

## What are your data protection rights?

Ice Forest would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request Ice Forest for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** – You have the right to request that Ice Forest correct any information you believe is inaccurate. You also have the right to request Ice Forest to complete the information you believe is incomplete.

**The right to erasure** – You have the right to request that Ice Forest erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that Ice Forest restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to Ice Forest's processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that Ice Forest transfer the data that we have collected to another organization, or directly to you, under certain conditions. If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email:

Call us at: +34 650 916 067

Or write to us: info@iceforest.net

## Privacy policies of other websites

The Ice Forest website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

# Changes to our privacy policy

Ice Forest keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 9 January 2019.

#### How to contact us

If you have any questions about Ice Forest's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us. Email us at: <u>info@iceforest.net</u> Call us: +34 650 916 067 Or write to us at: Ice Forest. Molinaseca, 4. Robledo de Torio. 24197 León. Spain

# How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Ice Forest has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.

Email: info@iceforest.net Address: Molinaseca, 4 – 24197 Robledo de Torio. León. Spain

