



PRIVACY POLICY

1. INTRODUCTION

- 1.1. Vivamus Apartments, 559400-5851, thanks you for using our service ("We")
- 1.2. As part of our business, we process your personal data and therefore provide this privacy policy (the "Policy") which describes our handling of your ("User") data.

2. OUR RESPONSIBILITY

- 2.1. As a service provider, we are responsible for the processing of your personal data in accordance with the current data protection regulation and EU legal legislation such as EU 2016/679 ("GDPR").

3. COLLECTION OF PERSONAL DATA

- 3.1. We collect personal data in connection with you as a visitor on our website (www.vivamusapartments.se, the "Website") using our contact forms or otherwise provide information to us in order to benefit from our services.

PURPOSE

- 3.2. We need access to a selection of personal data in order to be able to offer you the use of our services, and to the extent that you object to the collection, We will no longer be able to offer the services. As part of our processing, we are obliged to comply with national legislation and enable the handling of fraudulent behavior.

4. PURPOSE & MANAGEMENT

Information type	Purpose & handling
First & last name, social security number and registered address in Sweden.	Identify you as a user of our services and enable the establishment of agreements between you and us, partly in the role of service provider, and partly in relation to third parties with a legitimate interest based on the fulfillment of agreements pertaining to the service.
Copy of identification documents such as passport, driver's license etc	In order to confirm your identity and to be able to carry out and ensure results from credit and personal information.
Employment status	For the purpose of verifying long-term payment capacity.
Phone number	Enable verbal communication and market our and our partners' services, products and collaborations as well as news about our business
Email address	Enable written communication and market our and our

	partners' services, products and collaborations as well as news about our business
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Anonymous computer generated information	Map the use of the website and technical infrastructure.
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5. THIRD PARTIES

- 5.1. We use a range of services provided by legal entities who, in relation to the agreement between us and you, our users, are defined as third parties. These services are used by us in order to enable the provision of the services ("Third Party Provider") whereby we will share a limited amount of personal data during the period required to enable us to access such services.
- 5.2. We also offer, to the extent specified below, such Third-Party suppliers access to data in order to enable the continued operation of the business.
- 5.3. What information is shared and how it affects your rights is stated below;

Social security number, name, payment information regarding debit/credit card	Provide invoicing and payment solutions.
Social security number, name, address	Carry out credit & personal information regarding creditworthiness as well as registered public documents regarding criminal cases in which the individual has been charged.
Name, e-mail address and telephone number as well as information relating to your actual use of our services.	Market services and products via digital and physical communication methods.

- 5.4. We are responsible for the transfer of Personal Data only to the extent required to fulfill the current agreement, and that no data is shared beyond what is required.
- 5.5. We cannot be held responsible for the personal data handling carried out by third parties. We undertake however, if the demand is made, to provide the Customer with contact details for the relevant personal data assistant.
- 5.6. To the extent that We as a company, through a change in ownership structure, are transferred in our entirety or become part of a business belonging to a third party, We have the right to continue to handle and store such data as is required for the completion of such transfer or transaction.
- 5.7. Personal data in this Policy will be disclosed if required by law, regulation or authority decision.

6. YOUR RIGHTS

- 6.1. During your use of our services, you have the right to set requirements and restrictions in relation to our handling of your personal data to the extent stipulated under this heading.
- 6.2. If you wish to claim such right, you must inform us without delay of such right and to the extent that you wish to limit or change our authority in the handling of your data.
- 6.3. Please note that asserting a right may mean that you no longer have the right to use our services.

6.4. Right to withdraw consent and to object to treatment

6.4.1. You can revoke all or part of the consent you have given at any time. We undertake to promptly act in accordance with such revocation from the date of receipt. You also have the right to object to your data being processed for marketing purposes.

6.5. Right of access

6.5.1. You have the right to request information about which personal data we process about you and how the data is processed. You also have the right to request a copy of the personal data processed by us.

6.6. Right to rectification

6.6.1. You have the right to have incorrect information corrected without unreasonable delay and to ask us to supplement incomplete information by providing us with correct information.

6.7. Right to erasure and restriction

6.7.1. You have the right to request deletion of your personal data at any time. This can be requested to the extent that you consider that the processing is no longer relevant in relation to the purpose for which the data was collected. Deletion can also be requested to the extent that you object to processing based on a balancing of interests.

6.7.2. You also have the right to request that certain processing of your data be restricted, if you object to the accuracy of the data, for example.

6.8. The right to lodge a complaint with the Data Protection Authority

6.8.1. If you have any complaints regarding our processing of your personal data, you have the unlimited right to submit a complaint to the Data Inspectorate (www.datainspektionen.se).

7. SECURITY PROCEDURES

7.1. We guarantee to take appropriate measures with the aim of preventing unauthorized access to the personal data through the establishment of IT security solutions relating to the data-based management and storage of your Personal Data and to otherwise ensure a satisfactory level of security with regard to the manual handling of your data.

8. LIMITED TIME STORAGE

8.1. We only store personal data for such a period of time as is required in order to fulfill the agreement with you as a user of our services and for such time thereafter as is required in accordance with current legislation. To this end, we carry out regular thinnings among stored personal data and delete such information that is not relevant for processing in line with the above.

8.2. Certain legal requirements constitute exceptions to the above starting point. Information relating to payments must be stored for seven (7) years according to the Swedish Accounting Act. We process certain other information about your purchase in accordance with purchase or consumer legislation.

8.3. As a customer, you always have the right to contact us if you want us to immediately remove your personal data from our processing

9. COOKIES

- 9.1. We use information stored in browsers ("Cookies") to give you as a user as good and customized an experience as possible when you visit our Website.
- 9.2. We use cookies in order to adapt our website and our offers according to how you interact with it in order to improve your user experience. We can also use cookies for the purpose of adapting advertisements on our website, which is based on such cookies that your browser has stored after visiting other actors' websites.
- 9.3. Information that we collect through cookies can be, for example, information about *the type of browser you use / previous interactions via the browser, stored in existing cookies / IP address / Language settings for the browser / Geographical location / Network operator, e.g. tele2 etc. / where & when and how long web pages have been visited / the linking to and from our website.*
- 9.4. You can deactivate cookies in your browser, which means that temporary cookies are only used during your visit to our website.

10. TERMINATION

- 10.1. We reserve the right to revise this Policy if necessary and you will be informed in case of changes of a material nature. In addition, if you wish to claim a right, or otherwise contact us regarding this Policy, use the contact details below:
- 10.2. Email: info@vivamusapartments.se
- 10.3. Name: Christopher Warda