



## ASSOCIATION **AQUARELLE EN QUERCY**

4 Rue Bédé

82300 CAUSSADE - FRANCE

## PRIVACY POLICY

**WEB SITE :** <https://www.aquarelle-en-quercy-caussade-82.com/>

### INFORMATION COLLECTION

When you are visiting the web site: <https://www.aquarelle-en-quercy-caussade-82.com/> and you fill out the forms on the “internships/fair”, “1st semester internships” and “contact” pages, we collect the following information that you agree to provide:

- your identity: surname, first name
- the full postal address of your home: street, street number, city and postal code, country
- your telephone numbers
- your email address
- information concerning your choice of internship, your method of payment.

These personal datas are only used to identify you and to be able to register and confirm your registration. They are saved in our “participants” file. These identity informations are recorded and kept in our "participants" file, in order to use them for future registration, send you souvenir photos or inform you of new courses or events concerning the Association activity.

These personal datas are under no circumstances communicated or used for other purposes towards third parties. They remain strictly confidential in our above named and secured file.

Information about your payment are recorded in two different documents:

- the acknowledgment of receipt when you pay the deposit validating your registration.
- the possible invoice given during the final payment of the course.

The bank, the branch concerned, the number of the check or the mention bank transfer are indicated, depending on the chosen payment method. This information is kept in the “participant” file and in the accounting archives. Account numbers are not stored by us in any form whatsoever. As we do not accept payment by credit card, no information associated with this payment method is kept.

In addition, we do not record any information about your computer (hardware, type, brand, etc.), your browser, your IP address, your software, or the pages you visit within our site. We do not have the devices to collect this information which is of no use to us. In the same way, our site being devoid of any advertising, you are not able to undergo cookies through us.



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In order to be able to follow the frequentation traffic on the visited pages and to follow the evolution, the site host: <https://www.aquarelle-en-quercy-caussade-82.com/> provides us with corresponding statistics every month.

These are only in numerical basis which informs us about:

- the total number of visitors and the number of pages visited
- a daily chart showing the two values above
- the percentage of visits via mobile phones without having access to the numbers or the identity of the owners of these phones.
- the quantified detail of these visits per page.

For the Association **AQUARELLE EN QUERCY**, all of these statistics are completely anonymous and we do not have the access allowing us to identify anyone or anything. **AQUARELLE EN QUERCY** does not adhere to Google Analytics or any other management system, and therefore does not have additional statistical information to specifically identify visitors to the site. Finally, **AQUARELLE EN QUERCY** does not carry out spontaneous prospecting based on files that would be purchased or rented and which would allow it to collect information on said prospects.

### COLLECTED INFORMATION USE

- Personalize your contact and respond to your requests
- Provide you with information on any new features
- Possibly inform you about the improvement of our website
- Improve our services and your needs in new activities
- Contact you by email or post
- Inform you of specific events

### ON LINE BUSINESS PRIVACY

We do not practice online business as such.

We are the sole owners of the information collected on our web site:

<https://www.aquarelle-en-quercy-caussade-82.com/>

Your personal information will not be sold, exchanged, transferred or given to another company or association for any reason.

### DISCLOSURE TO THIRD PARTIES

As already stated in the general principle of confidentiality, we do not sell, exchange, transfer or give your personally identifiable information to third parties.

However, we would be forced to share certain information with the authorities or insurance companies, in order to investigate, prevent or take measures concerning illegal occupations of the **AQUARELLE EN QUERCY** premises, presumed fraud, in particular your courses payment, in situations involving potential threats to the physical safety of people as well as the buildings safety, the violation of our general conditions of use of the rented premises, to denounce inappropriate and intolerable remarks, and finally when the law requires us to do so. constrained. All the information collected will not be provided to other parties for marketing, advertising, or other uses than those mentioned above.



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### **INFORMATION PROTECTION**

The collected information are protected by the traditional means of protection of personal computers held by **AQUARELLE EN QUERCY**. Regular backups are also made on peripheral media belonging to us and stored securely. Only the two responsible owners of **AQUARELLE EN QUERCY** have access to the concerned files. There are no authorized employees in the overall operating **AQUARELLE EN QUERCY** structure. We decline all responsibility for the use and exploitation of your personal datas by any other third party who would have circumvented the rights and principles of this charter, and therefore violated confidentiality through unauthorized access. These violations would be immediately denounced to the competent authorities with information to the concerned persons.

### **UNSUBSCRIBE**

We use the e-mail address you provided to send you information about your course, our services and their developments, any new features, and our wishes for a happy new year. At any time, you can modify your personal data or unsubscribe from our customer file. To do this, simply send us your request by any means at your convenience with traceability, except by telephone. We will send you an acknowledgment of receipt confirming the proper execution of the requested modifications or your deletion of the said file. In the event of subsequent re-registration, and at your initiative, you will need to provide us with all of your contact details again, allowing us to satisfy you in all of our contacts, all as defined above.

### **DISSEMINATION AND CONSENT**

This charter can be consulted on the website in each contact and registration form by following the link: **"Our Privacy Policy applies"** which gives you access to the complete document. It is subject to change without notice depending on the evolution of official directives.

**By using our site, you consent to our privacy policy.**

**DOCUMENT REFERENCE: Edition 1.0 – 20220118**

Done in Caussade, on 2022 january 20th,