

## **FixedIT Consulting AB / FixedIT.ai Privacy Policy**

This privacy policy will explain how we use the personal data we collect from you when you request our services or information from us.

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?**

If you are a customer, a partner or a provider to us or are interested in becoming such we might collect information needed to fulfil that:

- Personal identification information (Name, email address, phone number, etc.).
- Information about your relation to us (workplace, company involvement, delivered services and requested services, quotes, etc.).
- Username and password related information needed for you to log into our customer facing systems and information you provide that is needed or requested for the operation of the services those systems provide.

If you have requested to be informed about our activities or have submitted an interest in getting further information of us, such as registering on a mailing list, we collect information needed to send that content to you:

- Email address, name, etc.

### **How do we collect your data?**

You directly provide us 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 communication channels.

### **How will we use your data?**

Our Company collects your data so that we can:

- Process your orders, requests and manage our relation with you.
- Email you with information, offers or products and services we think you might be interested in.
- Keep a history about economic transactions or accounting related activities to comply with the company laws and tax regulations.
- To allow you to log into and use our customer facing IT services.

When we process 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?**

We keep your data in such a way that only the parties who needs access to the data can access it. This might be in on-paper form protected by physical access preventive measures or in digital form on access protected services.

### **Marketing**

Our Company would like to send you information about products and services of ours that we think you might like. 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 us from contacting you for marketing purposes.

If you no longer wish to be contacted for marketing purposes, please contact us by email, [gdpr@Fixedit.ai](mailto:gdpr@Fixedit.ai), or press the unsubscribe link in the marketing emails.

### **What are your data protection rights?**

We 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 us for copies of your personal data.

**The right to rectification** – You have the right to request that we correct any information we keep that you believe to be inaccurate. You also have the right to request us to complete the information you believe is incomplete.

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

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

**The right to object to processing** – You have the right to object to our processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that we transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you would like to exercise any of these rights, please contact us at our email:

Call us at: +46 76 80 156 12

Or write to us: [gdpr@Fixedit.ai](mailto:gdpr@Fixedit.ai)

#### **Privacy policies of other websites**

Our 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**

We keep our privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 7 November 2021.

#### **How to contact us**

If you have any questions about our 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: [gdpr@Fixedit.ai](mailto:gdpr@Fixedit.ai)

Call us: +46 76 80 156 12

Or write to us at: FixedIT Consulting AB, Scheelevägen 3G, 22349 Lund