

## Privacy Policy for Villa Caminante

### **What we use your information for.**

When you contact us to make an enquiry about Villa Caminante we use your information to respond back to you and then make any appropriate Booking for the Villa.

The information is controlled by Mr. Keith Walker.

### **What type of information do we hold in this process?**

We collect in the first instance:

- a. The internet protocol (IP) address used to connect your computer to the internet.
- b. E-mail address.
- c. Your name.

Should we progress to making a Booking we then receive the following **secondary information** from you.

- a. Your address.
- b. Your telephone numbers.
- c. Dates you wish to stay at the Villa.
- d. Party Size including children, we do not ask for personal details of your party.
- e. Flight details of Arrival.
- f. Flight details of Departure.
- g. Value to be paid as deposit and final rental.

### **How do we collect your information.**

We collect your information when you send us a message through a Contact Form or contact us through our e-mail address.

If a Booking is made then the **secondary information** is collected by way of a Booking Form, e-mailed to you for completion then emailed back to us.

### **Why do we collect such personal information.**

We collect Personal and Non-Personal Information for the following purposes:

- a. To provide and operate the booking service of Villa Caminante.
- b. To provide ongoing support and information about Villa Caminante in relation to your Booking.

- c. To be able to contact our Visitors and Users occasionally with information about changes and development of the Villa.
- d. To create aggregated statistical data and other aggregated and/or inferred Non-personal Information, e.g. we know how many people visit our site or what pages in particular are of interest.
- e. To comply with any applicable laws and regulations in the UK and Spain.

## **Storage and use your information.**

Wix.com provides us with the online platform that allows us to promote and rent Villa Caminante. They store your data on secure servers behind a firewall.

Should you enquire about Villa Caminante through the website data form/email service, the site will retain your email address and add it to the Villa email list for marketing purposes.

When a booking is made and the calendar is completed, your party lead name and party size are noted against the dates you have selected, this is not available for public view.

All other information is held by way of paper copy or offline.

## **Disclosure of your information.**

By way of an emailed pdf document we pass the following information to our Villa Maintenance people in Fuerteventura.

- a. Your party leader's name.
- b. Your Party size.
- c. Your lead party mobile phone number.
- d. Your arrival date plus flight details.
- e. Your departure date plus flight details.
- f. Passport information as required by Spanish laws and regulations.

We also disclose any information that is required by applicable laws and regulations within UK or Spain.

## **The reasons we communicate with you**

We contact you with:

- a. Any enquiries both parties may have.
- b. To progress your booking.
- c. To send updates about Villa Caminante.
- d. To collect deposits and final rentals.
- e. As necessary to contact you to update our booking with you.
- f. Applicable national laws.

- g. Any agreement we may have with you.

For these purposes we may contact you via email, telephone, text messages, and postal mail.

## Cookies

Cookies are small pieces of data stored on a site visitor's browser, usually used to keep track of their movements and actions on a site. Our site is provided by Wix.com.

Cookies are implemented in every site built by Wix. Take a look at the table below to view which cookies Wix implements on Wix sites:

Cookie name	Life span	Purpose
svSession	Permanent	Creates activities and BI
hs	Session	Security
incap_ses_\${Proxy-ID}_\${Site-ID}	Session	Security
incap_visid_\${Proxy-ID}_\${Site-ID}	Session	Security
nlbi_{ID}	Persistent cookie	Security
XSRF-TOKEN	Persistent cookie	Security
smSession	Two weeks	Identify logged in site members

Villa Caminante does not knowingly use any other Cookies to track personal information.

## Withdrawal of consent.

If you don't want us to process your data anymore, please contact us at fuerte5star@gmail.com or send us mail to Mr K Walker, 3 Springfield Road, Aberdeen, Scotland. AB15 7RW

## **Legal Basis for Processing**

Our main reason for collecting and using your personal information is to reach a lawful agreement on the booking of Villa Caminante. This includes:

- a. The processing necessary to reach a common agreement between the parties.
- b. Legitimate commercial interest to process certain of your personal data for running a business.
- c. There is a legal obligation to keep administrative records for a certain period of time.
- d. Notification to our Villa maintenance personnel of your arrival and party size to ensure the Villa is in order and a key point of local contact in case of emergencies.

## **How long do we keep your personal data?**

We will retain your personal information only for as long as is necessary for the purposes for which the information was collected, or as long as is required pursuant to law.

## **Privacy Policy Updates**

We reserve the right to modify this Privacy Policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.