# Terms and conditions

The responsible editor of this site is Olivier Demianoff (address : Rue Leval 11, 4672 Saint-Remy - Belgium).

You are free to visit our site, to inform yourself about our products and services, without having to provide us with any personal information.

However, any order will result in the processing of personal data.

If you choose to provide us with personal information, we will process your data in accordance with the legal provisions applicable in Belgium, namely the law of 8 December 1992 as amended by the law of 11 December 1998. Person responsible for the processing.

## 01. Guarantees on data confidentiality

The term "Personal Information" as used in this Policy refers to information such as your name, date of birth, e-mail address or telephone number, which identifies you. In general, we will process your Personal Information as described in this Policy. We reserve the right to carry out additional processing as required by law, or in the course of a criminal or other investigation.

The following sections explain how we collect your Personal Information.

#### **02.** Person responsible for the processing

The personal data you send us are recorded and processed by Olivier Demianoff.

# 03. Consent to the processing of your data

By providing us with personal data, you consent to us processing this information for the purposes indicated.

# 04. Non-disclosure of personal data

Your Personal Information will never be sold, shared or communicated to third parties, except as provided for in this Policy.

We may, however, communicate your Personal Data to other companies affiliated with Olivier Demianoff that agree to process it in accordance with this Policy.

These transfers take place within the framework of agreements by which these companies have undertaken to respect the level of protection of personal data offered by European legislation or in accordance with other mechanisms recognised by the legislation in force.

Your Personal Data may also be disclosed to third parties acting for us or on our behalf for specific processing in accordance with the purposes for which it was originally collected, or may be lawfully processed in accordance with applicable local regulations for activities such as the provision of services, product marketing and sales, data management or technical support.

These third parties have contracted to use your Personal Information only for the purposes agreed upon, and not to sell or disclose it to other third parties unless required by law, explicitly authorized by us, or as otherwise provided in this Policy.

## 05. Right of access, rectification and opposition

Whenever we process Personal Data, we take all reasonable steps to ensure that your data is accurate and relevant to the purposes for which we collect it. You have the right to object to the processing of your Personal Data on legitimate grounds, i.e. if such processing is not reasonably necessary for the pursuit of our legitimate interest as described in this policy, or for compliance with the law.

In the case of marketing, including electronic marketing, we will provide you with the means to object to receiving information or to consent to it, in accordance with the law.

If you wish to know how we use your Personal Data, or if you wish to object to the processing of your Personal Data, contact Olivier Demianoff by e-mail at the following address: <u>olivier@cdmcollection.be</u>.

In this case, please indicate the service to which you have submitted your information, as well as the information you would like us to correct, update or delete, identifying you precisely.

Requests for deletion of personal data will be subject to the obligations imposed on us by law, in particular as regards the retention or archiving of documents.

The request will be processed within 45 days of receipt of your request.

#### 06. Security and privacy

To ensure the security and confidentiality of the Personal Information we collect online, we use networks protected by standard features such as firewalls and passwords.

When processing your Personal Data, we take all reasonable steps to protect it from loss, misuse, unauthorised access, disclosure, alteration or destruction.

## 07. Transfer of data abroad

Some services provided by Olivier Demianoff (or by third parties on behalf of Olivier Demianoff) are located or use databases hosted abroad.

We may transfer your data outside your country of residence, and possibly to countries outside the European Union that do not provide the same level of protection for Personal Data as your country.

In this case, the protection of your personal data, in accordance with European legislation, is guaranteed through the signing of agreements with entities located outside the European Union or through other mechanisms recognised by the legislation in force.