

# Gnovelty.

## Privacy Policy

*Last Update: November 2023.*

Thank you for choosing Gnovelty for your online intellectual property services. This Privacy Policy aims to provide you with an understanding of how we collect, use, disclose, and secure your personal information. By utilizing our services, you acknowledge and agree to the practices outlined in this policy.

This Privacy Policy addresses the following key areas:

1. What personal data we collect
2. How we may use your personal data and the lawful basis for doing so
3. Who we may disclose your personal data to
4. How we protect your personal data
5. Your privacy rights
6. Cookies
7. How long we process your personal data
8. How changes to this Privacy Policy will be made
9. Contacting us or the data protection authority

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## 1. What personal data we collect:

We gather personal data directly from you or as part of utilizing our services and products. This encompasses contact information (name, phone numbers, addresses), financial details (type of agreement, transactional data), and information provided by you or obtained from third parties.

## 2. How we may use your personal data and the lawful basis for doing so:

We utilize your personal data to fulfill contractual obligations, provide offers, advice, and services. This includes the initiation and administration of service and product agreements, marketing, and customer analysis. Consent may be sought in specific situations, such as marketing.

The main purpose of our processing of personal data is to collect, verify, and process personal data prior to giving an offer and entering into a contract with you as well as documenting, administering and completing tasks for the performance of contracts.

## 3. Who we may disclose your personal data to:

We may share your data with authorities, suppliers, and business partners, always ensuring compliance with relevant secrecy obligations. Disclosure is carried out to fulfill services and agreements.

To provide our services, for example Provisional patent filing, we disclose data about you that is necessary to identify you and perform an assignment or agreement with companies that we cooperate with in order to perform our services.

In some cases, we may also transfer personal data to organisations in so-called third countries (countries outside of the European Economic Area).

## 4. How we protect your personal data:

To safeguard your information from loss, misuse, unauthorized access, disclosure, alteration, and destruction, we employ technical, organizational, and administrative security measures.

## 5. Your privacy rights:

You have rights to access, correct, request erasure, limit processing, object to processing, and data portability. The assessment of your request will consider the circumstances in each individual case.

If you dispute the accuracy of the data we have recorded about you or the legality of its processing, or if you have raised objections to the processing based on your right to object, you have the right to request us to limit the processing of this data to storage only. This restriction will remain in place until the accuracy of the data is verified, or it is determined whether our legitimate interests outweigh your interests. If you are not eligible for the deletion of the data we have recorded about you, you may alternatively request that we restrict the processing to storage only. In cases where the processing of the data we have recorded about you is essential for asserting a legal claim, you also have the right to insist that other processing of this data be limited to storage.

## 6. Cookies:

Cookies and similar technologies are employed for various purposes, including website performance tracking. You can configure your web browser controls to accept or reject cookies.

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**7. How long we process your personal data:**

We retain your data for as long as necessary for the purposes collected, as required by laws and regulations, and in accordance with specific retention obligations.

**8. How changes to this Privacy Policy will be made:**

Modifications to this policy are made to enhance our services and website. Significant changes will be conspicuously noticed, as mandated by applicable law.

**9. Contacting us or the data protection authority:**

For queries or concerns, reach out to Gnovelty's customer service at [info@gnovelty.com](mailto:info@gnovelty.com).

Thank you for choosing Gnovelty for your intellectual property needs.