

## **Privacy policy**

TRESU is committed to protect your privacy and personal data is processed in accordance with applicable laws. This privacy policy informs and details how we treat personal data.

The policy applies to the website tresu.com and any other website owned by TRESU, but not to websites owned and updated by other companies or organizations to which we link.

The policy applies to information we gather from you and/or your employer if you are a contact from any one of our customers, suppliers or prospective business partners.

### **Which information do we collect about you?**

When contacting TRESU to request information about our products or services, TRESU can require you to provide personal contact information such as name, email address, phone number, country, and company name. Navigating the TRESU website, TRESU may collect information through the use of commonly-used information-gathering tools, such as cookies etc. ("Web Site Navigational Information"). For more information please read the information on "Cookies" below.

If you are a business partner, a prospective business partner or a business partner's customer, we process your contact information (name, e-mail address, city, country, telephone number etc.) and information regarding your employer. This information is collected directly from you or from your employer. We also collect information from hosted or co-hosted TRESU events.

### **How do we use the information?**

TRESU uses the collected information to respond to questions, requested support or for newsletter requests. We may also use this information for general marketing purposes and may use the information you provide to contact you to discuss any interest in our products and offerings and send you information regarding TRESU and our sales companies and agents – like promotions or events.

If you are a business partner, customer or prospective business partner we use the personal data to communicate with your employer or market our products and offerings to your employer.

At any time you can unsubscribe to our news information emails by following the unsubscribe information or contacting us.

### **Our process of your personal data**

We have a legitimate interest of effectively communicating with you and providing you with a good support in a digital environment and this is the reason for our processing of your data. For any customers, suppliers, prospective partners or their customers our interest of an effective communication is to process orders.

## **Information sharing and disclosure**

Personal data is shared with third parties only as informed in this policy:

We may provide personal data to companies that provide services to help us with our business activities. These companies are authorized to use your personal data only as necessary to provide these services to us.

We may share personal and demographic information about you with other TRESU companies for the same purposes as described above. We may also disclose your personal data to any third party without your prior consent to do so.

TRESU reserves the right to use or disclose information provided if required by law or if the company reasonably believes that use or disclosure is necessary to protect the company's rights and/or to comply with a judicial proceeding, court order, or legal process.

You can request a copy of the information that we have about you. You may ask us to have your personal data changed or removed by contacting us.

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

We will keep your information as long as your account is active or as long as needed to provide you services. If you are a contact at one of our customers, suppliers or prospective business partners, we will retain your personal data as long as we have an active business relationship with your employer, or as long as you are our contact at that customer or supplier. If we end our relationship with our customer or supplier where you are our contact, we may process your personal data for marketing purposes after our relationship with your employer has ended.

## **Security**

TRESU follows generally accepted standards to protect the personal data submitted to us. However, no method of digital transmission is fully safe – so this we cannot guarantee.

## **Cookies**

A cookie is a small text file that is stored on a user's computer for record-keeping purposes. To serve you faster and with better quality, we use cookies on our website.

If you reject cookies, you can still use our site, but some information could then be limited.

### **Third-Party Cookies**

We use tools such as Google Analytics to collect data on the use of our website to improve the quality of your experience. This information includes internet protocol (IP) addresses, browser type, internet service provider (ISP), referring/exit pages, operating system, date/time stamp, and clickstream data. We use this information to analyze trends, administer the site, track movements around the site, and to gather demographic information about our user base as a whole. The use of cookies by our partners, affiliates, tracking utility company, and service providers is not covered by our privacy policy. We do not have access or control over these cookies.

### **Links to other websites**

Our website includes links to other websites whose privacy practices may differ from those that we employ. Submitted data to any such site is managed by their privacy policies.

We always encourage you to carefully read the privacy policy of any website you visit.

### **Notification of Privacy Policy Changes**

We may update this privacy policy to reflect changes to our information practices. We encourage you to periodically review the website for the latest information on our privacy practices.

### **Contact us**

If you have any questions, concerns or suggestions about our Privacy Policy or associated practices, please contact us.