

PERSONAL DATA PROTECTION POLICY

1. INTRODUCTION

This policy applies to the sole proprietorship KONSTANTINOS GERALIS and the distinctive title DISPENSETEC VAT number: 044561869, No. GEMI: 133614801000, and is based in Markopoulo, Attica, G.Th. Alagianni no. 9, zip code 19003 contact phone: +302299306657, E-mail address: drinktap@tutanota.com, hereinafter referred to as the company.

The company is committed to protecting the personal information collected when you use our website and other services. This Privacy Policy sets out its commitment to protect personal data regarding its collection, use, transmission and retention.

The person responsible for processing the personal data is KONSTANTINOS GERALIS Tax ID: 044561869, GEMI: 133614801000, and is based in Markopoulo, Attica, G.Th. Alagianni no. 9, tk: 19003 contact phone: 2299306657, Email address: drinktap@tutanota.com

2. Collection and use of Personal Data

The company has designed a standardized contact form on its website in order to facilitate communication with any interested party. This form is used for any queries or requests and directs them to the appropriate department or staff member. In order to manage and respond to your inquiries and requests, we may collect and store your full name, e-mail, address, contact details and any other information you may have provided to us. This information is used strictly to satisfactorily respond to your inquiries or requests and will not be disclosed to third parties except as stated in this policy or where disclosure is required or permitted by law.

In addition, we provide the telephone numbers of the business for a more direct communication if this is required.

It is also possible to register for the company's newsletter, where the user's name and email address are filled in. In any case, if the user wishes to withdraw his consent, the possibility of unsubscribing from the company's newsletter is provided through the body of the electronic message that the user receives. While at the same time the e-mail address is also deleted from the company's systems.

In some cases, our website may be used by prospective partners, in which case the subject should take note of the Subject Information – Job Applicants.

For the lawful processing of your data under Regulation (EU) 2016/679, we recognize a lawful basis before processing the personal data. In the above cases, the legal basis for the processing of personal data on our part is the granting of your express consent for the processing, by submitting the respective form only in case you agree with this policy.

In our daily activities of our business and our website we process data concerning natural persons, including:

Customers / Suppliers

Visitors to our website

Other interested parties (employees, partners).

3. Transfer of Personal Data

The company may transfer personal data that has been collected to the extent that this is reasonably necessary for the management of legal operations. Such transfers will be protected by appropriate safeguards (eg subcontractors disclosure clauses, third party

vendor disclosure clauses, personal data disclosure clauses necessary for legal compliance, etc.). In addition, we may transfer personal data when such processing is necessary to comply with a legal obligation to which we are subject.

4. A. Data we collect via e-mail and the Contact Form

In the context of communication between us via e-mail and the Contact Form, we collect your name, e-mail address and any other information you provide us. This data is stored and used exclusively to respond to your request. The legal basis for the processing of your personal data is your consent (GDPR, Article 6 para. 1a). Your data will be deleted after the final processing of our communication. This will happen after the purpose and scope of our communication has been completed, provided there are no legal requirements to store such data.

B. Sending newsletters

With your consent, we will collect your e-mail in order to send you a newsletter with the news of our Company and articles that you may find interesting. The legal basis for processing is your consent (GDPR, Article 6 para. 1a) and you have the right to withdraw it at any time.

C. Supplier data

For the execution of the contract between us, we collect the data of our suppliers such as name, address, contact information, shipping information, financial data, which you provide us yourself. The legal basis for the processing of your data is the execution of a contract and our compliance with legal obligations (GDPR article 6 par. 1b and c), and we keep them for a period of up to twelve years from the last provision of services, or as long as the tax and any other relevant legislation.

5. Retention of Personal Data

The Company undertakes not to retain personal data for a period longer than necessary and we will ensure that we delete it securely. For additional information regarding the punch-out period and deletion period, please refer to the "Contact" option of the website.

6. Rights of Subjects

In this section the Company explains the rights stemming from Regulation (EU) 2016/679 and how the data subjects can satisfy these rights. For further clarification please refer to the "Contact" option of the website.

6.1 Right of Access

The Company considers that the personal data collected directly from the subjects is accurate and complete. Individuals can access their own personal data using the Subject's Rights Request.

6.2 Right of Correction and Erasure

The data subject may request the updating, deletion or removal of any information held about him, and any third party who processes or uses the data must also comply with this request. An erasure request can only be refused if an exception applies. The right to Erasure can be exercised using the Application for the Exercise of Subject Rights.

The company is obliged to delete the personal data when any of the following applies:

- the personal data are no longer necessary for the purposes for which they were collected or processed
- the data subject withdraws his consent and there is no other lawful basis for processing
- the data subject objects to the processing carried out based on the legitimate interests of the Data Controller and there are no other overriding legitimate grounds for the processing

- personal data has been processed unlawfully.

If the request to delete personal data has been received, identification has been confirmed, the request meets one of the above requirements and there is no legitimate reason to object to the processing, the Company must delete the relevant data in its entirety. The request should be registered in the Record of Data Subject Requests.

If the business cannot delete the personal data, it will ensure that:

- cannot or will not attempt to use the personal data to justify any decision about an individual or in a way that affects that individual in any way
- does not give any other organization access to personal data
- protects personal data with appropriate technical and organizational security, and undertakes to permanently delete the information if, or whenever, it becomes available.

6.3 Right to Restriction of Processing

The data subject has the right to request from the administrator, restriction of processing using the Subject's Rights Exercise Request.

6.4 Right to Object

The subject has the right to object, at any time and for reasons related to his particular situation, to the processing of personal data concerning him using the Application for the Exercise of Subject Rights.

6.5 Right to Data Portability

Upon request, the data subject should have the right to receive a copy of the personal data in a structured format using the Data Subject Rights Request.

These requests should be processed within one (1) month, provided that there is no undue burden and it does not compromise the privacy of individuals. A data subject may also request that their data be transferred directly to another system. This request must be implemented free of charge.

If the Company cannot fully respond to this request within one (1) month, the Data Protection Officer should nevertheless provide the following information to the Data Subject, or to his legally authorized representative within the time period he has determined:

- An acknowledgment of receipt of the request
- Any information discovered to date
- Details of any information or amendments requested, which will not be given to the data subject, the reason(s) for the refusal, and any procedures available for appealing the decision
- An estimated date by which the remaining responses will be provided
- An estimate of any costs to be paid by the data subject (e.g. where the request is excessive in nature) and
- The name and contact details of the Data Protection Officer

7. Hyperlinks to third party websites

With the help of appropriate links within the website, access to third-party websites is provided. The placement of these links has been done with the sole purpose of facilitating visitors / users during their internet browsing. It is in no way an indication of acceptance or approval of the content of the linked websites.

Each link leads to a different website, the browsing of which is subject to the terms of use of that website.

The website and the Company bear absolutely no responsibility for the content and personal data management policy of the website listed with a link. Access using the provided links to the respective website takes place under the sole responsibility of the visitor / user.

8. Policy on Cookies

This website uses cookies.

Cookies are used on this website to provide the best user experience. If you continue to use our website, you consent to their use.

Cookies are small files that are stored by your browser on your computer, tablet, mobile phone and generally on your device and are used by websites to make the user experience more efficient.

Each cookie contains information such as usually the name of the website it comes from, its "lifetime" (ie how long it will stay on your device), and a value, which is usually a number.

Essentially, cookies allow websites to store various anonymous information such as the visitor's preferences or whether he has visited the website again.

On this website, cookies are used to make it easier for users to navigate the website, to better adapt it to your interests and needs and to improve its use and functionality. For example, when a user visits a web page with open comments, a cookie helps connect them to the feedback form.

In addition, cookies are used to compile anonymous traffic statistics. We cannot verify your personal identity from cookies. Cookies are stored exclusively on your own device (computer, tablet, mobile phone) and the website does not maintain any file or database with your personal data.

The law states that we can store cookies on your device, as long as they are absolutely necessary for the operation of the website. For all other types of cookies we need your permission.

You can change or withdraw your consent at any time via the Cookie Statement on our website.

[Links to cookies.](#)

[All About Cookies](#)

[Securing your data in Google Analytics](#)

9. Confidentiality and Security

The personal data that we collect in the context of the operation of the website is absolutely necessary for the purposes of communicating with you. They are strictly confidential and kept only for the needs of this communication. Only the legal representative of the Company, who is committed to confidentiality, has access to this data. In addition, we have adequate security systems and take all necessary and appropriate organizational and technical measures in order to avoid any breach of the security of personal data (leakage, disclosure, access by unauthorized persons) from our systems.

10. Amendments

In the event that the Company chooses to change this Privacy Policy, we will post the changes on the above website. Where the changes are significant, we may also choose to e-mail the affected users with the new details. Where required by law, we will obtain your consent to make these changes. For any question that arises regarding this privacy policy or if you believe that there are ambiguities and incompatibility with this policy on our part, you can communicate it to the Personal Data Protection Officer at the email: drinkt@tutanota.com