

# Privacy Policy

Welcome to Vita International Agent's Privacy Policy. When you visit our website and use our services, you're trusting us with your information. This Privacy Policy will inform you as to how we look after your personal data when you use our services. We understand this is a big responsibility and we work hard to protect your personal data. Pages 1-3.

Effective: September 27<sup>th</sup> 2021 / Version 1.0

## Who are we and what do we do?

We are Vita International Agents. We're currently a business managed by two members of staff; Remy Mesias Delgado and Patricia Diez Martinez. When we use the term '**We**' and '**Us**' we are referring to the company **Vita International Agents** as a whole.

## Your personal data and our promises to you

Your personal data is very important to us. Whenever you use our website or app, we're committed to these three privacy promises:

- We are transparent about the personal data we use, how we use it and most importantly why we need it.
- We ensure you have a choice when it comes to your sharing your data with us.
- We will keep your personal data secure, using excellent technology, people and processes.

## Personal data you give us

When using our services, you may need to give us your personal data. We also collect your personal data when you use and visit our website. The data you give us may look like this:

- Name
- Email
- Age
- Payment card details
- Billing Address
- Phone number

## Personal data you give us about others

As a customer you may be a parent or guardian entering the information of your child(ren). As an Education Consultancy Vita International Agents will need this data and will ensure this data is also treated as sensitive and personal data.

## How we use your information

We use your information in a number of different ways. This is explained below:

Data such as: Name, email, age, payment card details, billing address, phone number. Is collected once you have given consent to our privacy policy. This is also collected when you use the website enquiry or contact us forms.

The reason we collect this data is primarily to allow us to give you our services as an Education Consultancy, the secondary reason we collect this data is for our marketing research and marketing.

### Personal data we collect automatically

When you use our website, we automatically collect certain information using cookies and device information.

#### **Location and device information**

We use your location data, device number and IP address as part of our marketing research.

Web browsers on all devices, and apps on phones and tablets, can accurately pinpoint your location using GPS and assisted GPS.

Your location can be determined with varying degrees of accuracy by:

- GPS
- IP address

Whilst some location data is collected automatically for the purposes, we set out above, you'll be asked when you use a GPS-enabled web browser or device whether you want to share this info with us. You can change this in your device or browser settings any time you like.

#### **Website account**

By logging into your Vita International Agents account, you drop cookies. These cookies can collect info about your IP address and the pages you visit.

- IP address
- Other potentially identifying data

You choose if you want to register with us either using Google, Facebook or Apple.

Note, we don't control Facebook, Google or Apple's actions. If you choose to use your Google, Facebook or Apple account to log in with us, you'll be subject to Google, Facebook and Apple's privacy policies too.

## Keeping your data

While you're using our services, your personal data will be safe with us, but we'll never keep it for longer than we need to. As soon as we don't need your personal data to offer our full services to you, we'll make sure it's either deleted or anonymised.

## Cookies

Cookies are tiny crumbs of personal data that we automatically collect when you use our website.

When we refer to cookies, we may mean cookies and similar technologies, such as web pixels, tags, SDKs, GIFs, and beacons.

Cookies used are:

- **Strictly necessary** cookies make our site work.
- **Performance cookies** help us speed up your browsing. We want to help you use our website effortlessly.
- **Personalisation cookies** make our site unique to you.

### **Turning off cookies**

- If you turn off all cookies or use an app or web-blocking software, Vita International Agents website may not work in the best way.
- Disabling cookies on your desktop won't affect the cookies on your mobile, so you'll have to turn them off for each device you use.
- Just so you know, turning off cookies won't delete cookies from your browser. You'll need to do this from your browser settings.

## Security

We've put in place stringent and accredited security measures to prevent your personal data from being accidentally or maliciously accessed, used, altered or deleted without explicit authorisation.

In addition, we strictly limit access to your data to just two employees, and trusted third parties who have a business need to access it. This is all shared with your permission only.