# **Privacy Policy**

Welcome to Nexora Services. Protecting your privacy is of utmost importance to us. This Privacy Policy outlines how we collect, use, disclose, and protect your personal information when you interact with our website and services.

By using our website, you consent to the practices described in this Privacy Policy.

#### 1. Information We Collect

We may collect the following types of information:

#### a. Personal Information

When you interact with us, we may collect personal details such as:

- Name
- Email address
- Postal address
- Telephone number

#### b. Non-Personal Information

We may collect non-identifiable data such as:

- Browser type and version
- · Device type and operating system
- IP address
- Pages visited on our website
- · Time and date of interactions

## c. Cookies and Tracking Technologies

We use cookies and similar tracking technologies to enhance your experience on our website. You can manage your cookie preferences in your browser settings.

### 2. How We Use Your Information

We may use your information to:

- Provide, operate, and improve our services
- Respond to inquiries and provide support
- Send updates, promotional content, or administrative messages
- Ensure the security of our website and prevent fraudulent activity
- Comply with legal obligations

## 3. Sharing Your Information

We do not sell, rent, or share your personal information with third parties except in the following circumstances:

- With service providers: We may share your information with trusted third parties who assist in operating our website and providing services.
- **For legal reasons:** We may disclose your information to comply with applicable laws, regulations, or legal processes.

## 4. Data Security

We implement reasonable technical and organisational measures to protect your information from unauthorised access, loss, or misuse. However, no method of transmission over the internet or electronic storage is completely secure, and we cannot guarantee absolute security.

## 5. Your Rights

You have the following rights regarding your personal information:

- Access: Request access to the personal data we hold about you.
- Rectification: Request corrections to any inaccurate or incomplete data.
- **Erasure:** Request the deletion of your data under certain conditions.
- Restriction: Request a restriction on how we process your data.
- **Objection:** Object to the processing of your data for specific purposes.
- Data Portability: Request transfer of your data to another organisation.

To exercise any of these rights, please contact us at support@nexoraservices.com.

#### 6. Retention of Information

We retain personal information only as long as necessary to fulfil the purposes outlined in this policy or comply with legal requirements.

## 7. International Data Transfers

As Nexora Services is based in Poland, your data will primarily be processed within the European Union (EU). For users outside the EU, your information may be transferred internationally. We ensure all transfers comply with applicable data protection laws.

### 8. Third-Party Links

Our website may contain links to third-party websites. We are not responsible for their privacy practices, so we encourage you to review their privacy policies.

## 9. Changes to This Policy

We may update this Privacy Policy from time to time. Any changes will be posted on this page with an updated effective date. We recommend checking this page periodically.

## 10. Contact Us

If you have any questions, concerns, or requests regarding this Privacy Policy, please contact us:

Email: support@nexoraservices.com

Address: ul. GŁOGOWSKA, no. 82, flat 22, POZNAN, post-code 60-741, Poland