



PRIVACY NOTICE

1 GENERAL INFORMATION

This Privacy Notice explains how Sitback SRL ("we", "us", "our"), as data controller, having its registered office in Brussels (phone: +32 477 19 98 76), registered at the C.B.E. under the number 0747.903.949, processes personal data relating to you that we collect via the website <https://just.sitback.app/> and/or when you order our products and/or services.

2 THE DATA WE COLLECT

When you visit our website, contact us and/or order one of our products and/or services, we process the following personal data:

- a. Identification data: name, e-mail address, phone number, point of sale system, establishment name, bank account;
- b. Data relating to security: security logs, connection and activity logs, and the user agent of your web browser;
- c. Messages you send us.

3 COOKIES

A cookie is a small text file that is downloaded onto your computer or smartphone when you access a website.

We use analytics cookies: these cookies are used to measure the number of unique visitors of our websites and the number of pages viewed.

The following cookies may be placed by our website, depending on your web browser parameters:

Cookie Name	Type	Purpose	Storage Duration
_ga	Analytics	Google analytics anonymous visitor counting	2 years
_gid	Analytics	Google analytics anonymous visitor counting	1 day
_gat_Gtag_[UserID]	Analytics	Google analytics anonymous visitor counting	Session duration

You may block and delete cookies by following the instructions provided by your web browser provider:

- Internet Explorer: <https://support.microsoft.com/en-gb/help/17442/windows-internet-explorer-delete-manage-cookies>
- Microsoft Edge: <https://privacy.microsoft.com/en-gb/windows-10-microsoft-edge-and-privacy>
- Chrome: <https://support.google.com/chrome/answer/95647?hl=en>



- Firefox: <https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences>

4 PURPOSES FOR WHICH WE PROCESS YOUR DATA

We process your personal data for the following purposes:

- a. When this is necessary for the **performance of a contract** to which you are a party or in order to take steps at your request prior to entering into a contract ;
- b. When **you have given us your consent**, for example when you contact us for information about our products and/or services, or when you subscribe to our newsletter ;
- c. When it is necessary for the purposes of **our legitimate interests**, in particular to improve our products and/or services offering or to send existing customers information on the development of our products and/or services;

In this context, we ensure to maintain a fair balance between our needs to process your personal data and the preservation of your rights and freedoms, including the protection of your privacy.

- d. When it is necessary to comply with a **legal obligation** to which we are subject.

5 SHARING AND TRANSFERRING YOUR DATA

Your personal data is not shared with any third party and is not transferred outside the European Economic Area (EEA).

6 SECURITY AND DATA RETENTION

Your personal data is confidential and will be treated as such.

We take all reasonable steps to protect your data. These include putting in place procedures to limit unauthorized access to and disclosure of your data.

Data collected when you purchase products and/or services from us will be kept for 10 years after the end of the contract.

Data collected when you contact us for questions or support will be kept for 10 years.

Data collected for marketing purposes will be kept for as long as we have your consent.

Technical logs will be kept for a maximum of 60 days.

7 DATA RELATING TO MINORS UNDER 13 YEARS OF AGE

You must be over 13 years of age to use our website. By using our website, you acknowledge that you are over 13 years of age.



8 AUTOMATED DECISION-MAKING AND PROFILING

No automated decisions or profiling of you will be made during the processing of your data as described in this Privacy Notice.

9 YOUR RIGHTS

At any time, you have the right to contact us, either by mail (see above-mentioned address), or by e-mail (privacy@sitback.be), in particular if you have any questions about the processing of your personal data or if you wish to exercise one of the following rights:

- a. **Right to access, rectify or erase** your personal data;
- b. **Right to restrict or object** to the processing and/or transfer of your personal data;
- c. **Right to withdraw your consent** to the processing and/or transfer of your personal data based on your consent;
- d. **Right to data portability** (right to receive your data or to have them transferred to another data controller).

We will endeavor to respond to your requests as far and as soon as possible.

If you consider that our answers are not satisfactory, you have the right to lodge a complaint with the competent supervisory authority (in Belgium, this is the Data Protection Authority, <https://www.autoriteprotectiondonnees.be>).

10 CHANGES TO THIS PRIVACY NOTICE

We reserve the right to modify this Privacy Notice at any time, particularly in the event of regulatory changes.

The current version of this Privacy Notice will always be available on our website.