

## **ADRASTEIA SOLUTIONS LIMITED – PRIVACY POLICY**

### **Introduction**

Thank you for choosing Adrasteia Solutions Limited, trading name: Harmonic Consultation Agency (“**Harmonic Consultation**”). Harmonic Consultation takes data privacy seriously. To provide you with the Harmonic Consultation Service (or “**Service**”, both as defined in the Terms and Conditions of Use) “**Harmonic Consultation**”, “**we**”, “**us**”, “**our**”, “**The Service**”, “**The Site**” needs to collect some information about you, and this Privacy Policy is where we describe the information we collect, what we do with it, and how you can manage and control the use of your information. By using or interacting with the Service, you are entering into a binding contract with us and consenting to the use of your information as explained in this Privacy Policy.

### **The information we collect:**

#### **Registration data**

When you sign up for the Service, we may collect a certain amount of personal information (such as your name, email address, and copies of pictures supplied by you). The collection of this data allows Harmonic Consultation to identify and interact with you. By using the Service, you accept the aforementioned use of this data.

Please note that 14 days following completion of the Service Harmonic Consultation is providing to you, we will delete any images, pictures or similar data held by us which has been provided by you.

#### **Payment data**

When you sign up for the Service (as defined in the Terms And Conditions of Use), or make any purchases through the Service, your credit card information and other pieces of financial data that we need to process your payment may be collected and stored by third party payment processors, and we may collect some limited information, such as your address or postal code and details of your transaction history with us.

## **Service providers and others**

We may from time to time engage third party service providers to perform functions and process user data, consistent with the description above. Third party service providers' processing of user data will always be subject to security and confidentiality obligations consistent with this Privacy Policy and applicable law.

## **Cookies & similar technologies**

A cookie is a small text file that resides on your computer, mobile phone, or other device, and allows us to recognise your device when you return to the Service. We may use cookies to perform functions essential to the operation of the Service, track site usage and trends, provide advertising on the Service, and improve and customise your Harmonic Consultation experience. For detailed information on the cookies we use and the purposes for which we use them, please see our Cookies Policy.

By using our website you agree that we may place these types of cookies on your device.

## **How we use the information we collect**

We may use the information we collect, including your personal information, to: (i) provide, personalise, and improve your experience with the Service and products and services made available through the Service; (ii) ensure technical functioning of the Service and products and services made available through the Service, develop new products and services, and analyse your use of the Service, including your interaction with applications, products and services that are made available, linked to or offered in the Service; (iii) communicate with you for Service-related purposes, including promotional e-mails or messages; (iv) enable and promote the Service, including features and content of the Service and products and services made available through the Service, such as sharing, user interactions and notifications; (v) enforce this Privacy Policy or the Terms And Conditions of Use, including to protect the rights, property or safety of Harmonic Consultation, users or any other person and the copyright-protected content of the Service; and (vi) as otherwise stated in this Privacy Policy.

## **Disclosure of your information**

We may share your information with selected third parties for the following limited purposes:

- to respond to legal process (e.g. a court order or subpoena), if we believe in good faith that it is necessary to do so; to comply with requirements of mandatory applicable law; to protect the safety of any person; to protect the rights and property of Harmonic Consultation, including to enforce the Terms and Conditions of Use; and to address fraud, security or technical issues;
- to inform business partners about use of the Service and products and services made available through the Service, in the form of aggregated statistics or otherwise in a format which does not reveal your identity;

You agree and understand that the privacy policies of the third parties will govern all use of information that we provide to it or that it collects from you.

## **Security**

We are committed to protecting our users' information. You should limit others' access to your computer and browser. While we take our own data protection precautions, no security measures are completely secure, and we do not guarantee the security of user information at any time.

## **Contact us**

If you have any questions or comments about this Privacy Policy, want to exercise your right to see a copy of the information that we hold about you, think that information we hold about you may need to be corrected, want to delete all or any part of it or object to the processing of this information on legitimate grounds, please contact us at: [info@harmonicconsultationagency.com](mailto:info@harmonicconsultationagency.com)

## **Changes to the Privacy Policy**

We may make changes to this Privacy Policy from time to time, so please visit this Privacy Policy page regularly as changes will be effective immediately on the posting of the revised

policy on our website. Your continued use of the Service constitutes acceptance of any changes.