

## Cleaning Service Company "Mycleaner.ge"

Website - <a href="https://www.mycleaner.ge/en/">https://www.mycleaner.ge/en/</a>

## **Privacy Policy**

The privacy policy defines the principles of personal data processing and storage procedures to protect the privacy and inviolability of users of the website - mycleaner.ge (hereinafter referred to as the "Website") of the Cleaning Service Company "Mycleaner.ge" (hereinafter referred to as the "Company").

This privacy policy serves to explain to users how we collect, use, and protect their confidential information when they visit our website. It also provides users with information on their rights and specifies whom they can contact with questions/requests or for additional information.

Please, read the privacy policy carefully to understand how your personal data is processed and protected by us.

When using our website - mycleaner.ge, we may collect personal information from users, for example:

Our company offers a simplified form of communication through the website - communication with the company can be established by entering your data (such as name, phone number, e-mail) and the text of the message, as well as by sending a message to the company's email address.

The company is authorized to collect, process, store, and, if necessary, request personal data of users (the full definition of personal data is provided in the Law of Georgia on "Personal Data Protection"). Your personal data is processed by the company using both automated and non-automated equipment.

Accordingly, to improve the use of the website and ensure its efficient functioning, short text files (known as Cookies) may be used, which are stored in the user's browser.

Furthermore, we inform you that the company ensures the implementation of specific security measures to prevent unauthorized use, loss, and misuse of data by unauthorized persons.

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The company ensures the protection of your personal data and protects it from third parties. Disclosure of personal data to third parties is permissible only when necessary for providing the legal services requested by you or in cases provided by law.

The user has the right to request the correction, updating, addition, deletion or destruction of data at any time if it is incomplete, inaccurate, not updated, or if its collection and processing were conducted in violation of the law.

Also, the user has the right to request information about the correction, updating, addition, deletion, or destruction of their personal data.

Within 10 (Ten) working days from the user's request, the company is obligated to correct, update, add, delete or destroy the data or inform the user of the refusal and the reason for the refusal.

Additionally, if the company deems that the data it holds is incomplete, inaccurate or needs updating, it is authorized to correct or update the data without the user's request and promptly inform the user of such changes.