

## 1. Cookie Policy

This website uses cookies - small text files that are placed on your machine to help the website provide a better user experience. In general, cookies are used to maintain user preferences, store information for items such as shopping carts and provide anonymised tracking data for third-party applications such as Google Analytics.

As a general rule, cookies will make your browsing experience better. However, you may prefer to disable cookies on this site and others.

You can change the cookie settings in your browser preferences by following the instructions in the links:

Chrome

Firefox

Internet Explorer

Safari

For more information about cookies, including what cookies have been installed and how they can be managed and deleted, the user can go to [www.allaboutcookies.org](http://www.allaboutcookies.org). If the user does not want their visits to websites to be detected by Google Analytics, they should go to <http://tools.google.com/dlpage/gaoptout>.

It should be understood that the user accepts the use of cookies if they continue browsing this page without first deactivating them.

## 2. Privacy Policy

This document refers to the protection of natural and legal persons with regard to the processing of personal data and the free movement of such data and is fully regulated by Portuguese law.

Quinta Encantada Unip. Lda. is permanently committed to protecting the privacy of the personal data provided by its clients in the context of the services it provides.

The purpose of this document is to provide users with the necessary information regarding the privacy policy of Quinta Encantada Unip. Lda. privacy policy, so that they can give their express, free and informed consent to the processing of their personal data by Quinta Encantada Unip. Lda. when asked to do so during the service subscription process.

The client declares that he/she is aware of and accepts the rules of the privacy code available on the Quinta Encantada Unip. Lda. website, consenting to the publication/disclosure of their personal data.

The personal data provided by users during the process of subscribing to services from Quinta Encantada Unip. Lda. will be processed in accordance with the law and regulations.

The processing of personal data shall mean any operation or set of operations which is performed with or without the aid of electronic or automated means in relation to the collection, recording, organisation, maintenance, interrogation, preparation, modification, selection, extraction, comparison, use, interconnection, blocking, communication, disclosure, erasure and destruction of data, whether or not the latter is contained in a database.

The processing of personal data may consist - partly as a result of how the customer decides to use the Services - of text files, photographic or video images, audio tracks, telephone lines and any other information that can be used to identify the data subject, according to the type of services requested.

This procedure will respect the principles of legality, good faith and transparency and will guarantee respect for users' rights, particularly their right to privacy.

### 3. Processing objectives

The purpose of this procedure is to enable Quinta Encantada Unip. Lda. in the manner desired by the client, as well as the independent management of the service by the latter. To this end, the client must register as a user and create their profile when the services are provided by Quinta Encantada Unip. Lda. Collection, storage and processing of data for subsequent operations, technical and administrative management of services and exchange of electronic communications.

Data processing by Quinta Encantada Unip. Lda. will comply with all applicable legal regulations, namely in fulfilment of the tax and accounting obligations imposed on it.

Users' personal data will also be processed in order to enable "web browsing".

The purpose of this processing is also to collect, store and organise the client's personal data in order to carry out statistical analyses anonymously. This analysis will not allow the client to be identified and will only be used to ascertain the quality of the services provided by Quinta Encantada Unip. Lda.

### 4. Processing procedures.

Customers' personal data will be processed electronically and automatically.

### 5. Communication and dissemination of common personal data

Common personal data (of a non-sensitive nature) may be communicated by Quinta Encantada Unip. Lda:

- a) Persons and companies that provide legal, tax, financial and accounting consultancy services to Quinta Encantada Unip. Lda;
- b) Institutions, entities and/or authorities to whom the data must be transmitted under the terms and/or by law;
- c) Entities linked to the commercial activity pursued by Quinta Encantada Unip. Lda. and strictly related to the provision of services by the latter (e.g. National Domain Name Registration Authorities, the Authorities that manage the Whois database, and entities to whom Quinta Encantada Unip. Lda. delegates the technical maintenance of the services it provides, including the maintenance of network devices and electronic communications networks.
- d) Commercial partners of Quinta Encantada Unip. Lda. commercial partners, but only if the client gives their express consent.

### 6. Optional or mandatory consent

If the client does not provide their personal data, the subscribed services may not be activated, which is the decision of Quinta Encantada Unip. Lda.

The customer's consent is also optional with regard to the processing of data for the purposes of carrying out market studies, research and statistical analyses; sending advertising and information material via telephone service providers, via automatic messages without the mediation of an operator or by fax.

Customer consent is also optional for the receipt of unsolicited commercial messages. These must be immediately and unequivocally identified as such and contain an indication that the recipient of the message may in future refuse to receive messages with that content.

content.

If the client chooses not to give their express consent to the processing of their personal data for commercial purposes when asked to do so, this refusal will not have any consequences in relation to the provision of the service by Quinta Encantada Unip. Lda.

If the client gives their consent, under the terms described above, they may be admitted to take part in promotional competitions organised/promoted by Quinta Encantada Unip. Lda.

## 7. Processing sensitive data.

When the client uses the services of Quinta Encantada Unip. Lda. services, certain personal data classified as sensitive may be processed, particularly data revealing race or ethnic origin, religious, philosophical or other beliefs, political opinions, party affiliation, state of health or sexual orientation.

Quinta Encantada Unip. Lda. suggests that clients do not publish sensitive personal data unless it is strictly necessary or choose services that do not involve such publication.

In any case and apart from exceptional situations, this data may only be published with the express and specific consent of the client in writing or in another equivalent form.

Based on the above, Quinta Encantada Unip. Lda. reminds you that if you have not given your express consent to the processing of sensitive data and you subsequently wish to use services that involve the processing of sensitive personal data, you will have to modify your registration beforehand, giving the necessary consent.

If, for any reason, the client does not expressly consent to the processing of sensitive personal data and subsequently subscribes to services that involve such processing, Quinta Encantada Unip. Lda. cannot be held responsible, since the disclosure of sensitive data on the web will be the sole responsibility of the client, regardless of whether the web space is managed by Quinta Encantada Unip. Lda.

However, Quinta Encantada Unip. Lda. reiterates the above-mentioned importance of the client modifying the registration in advance, granting the necessary authorisation for the processing of sensitive data if they intend to use services that necessarily involve the use/processing of this information.

Sensitive data, particularly that revealing the client's sexual orientation, will not be communicated (except in cases of legal imposition) or disclosed by Quinta Encantada Unip. Lda.

If the client intentionally uses the services provided by Quinta Encantada Unip. Lda. to communicate and/or disclose their sensitive personal data on the Internet, this does not represent any conduct accepted or practised by Quinta Encantada Unip. Lda. insofar as the client communicates this information as part of their private and independent management of the web space made available to them by Quinta Encantada Unip. Lda. or as part of the normal use of the services provided by the latter.

## 8. Any processing of third parties' personal data provided by the data subject

When the customer uses certain services (e.g. promotional activities carried out by Quinta Encantada Unip. Lda. that allow them to request the registration of domain names in favour of third parties, the personal data of third parties provided by the client to the operator may be processed. In this case, the client assumes the role of independent data manager and the inherent legal obligations, including compensation for any damage caused to the third party by a

breach of rules on the protection of personal data. In any case, if the client provides or processes personal data of third parties while using services provided by Quinta Encantada Unip. Lda., you fully guarantee and assume that the third party has previously authorised the processing of their personal data.

## 9. Data Controller and Data Processor

The data controller is:

Quinta Encantada Unip. Lda., with registered offices at Rua Joaquim António de Aguiar Nº64 A, 1070-152 Lisboa.

You may contact the data processor, in accordance with the law, at any time by contacting the data controller at Quinta Encantada Unip. Lda. in order to exercise the rights provided for by law.

## 10. Data storage and security measures

The data will be stored for the time defined by applicable laws and regulations, on the servers of Quinta Encantada Unip. Lda. In any case, your data will be stored strictly for the period of time necessary to fulfil the aforementioned purposes, which must correspond to the duration of the contractual relationship between Quinta Encantada Unip. Lda. and the client. If you cancel your account, as soon as you stop using the Services, your data will be deleted, except when keeping it is strictly necessary for the fulfilment of legal, financial, tax and accounting obligations, after the customer has stopped using the service. Once these obligations have been fulfilled, your data will be deleted. We also inform you that this data will be collected, processed and kept in full compliance with legal provisions.

## 11. Right of access to personal data and other rights

The customer has the right to be informed:

- a) the source of the personal data;
- b) the purposes and methods of treatment;
- c) the logic applied to the processing, in particular whether it is carried out using electronic means;
- d) the identification of the data controller, data processor and their representatives;
- e) the entities or categories of entity to which personal data may be communicated and who may know such data as designated representative(s) in the territory of the State, data processor(s) or person(s) responsible for processing.

12. The customer has the right to obtain:

- a) updating, rectifying or, where appropriate, integrating the data;
- b) deletion, anonymisation or blocking of data that has been unlawfully processed, including data whose maintenance is necessary for the purposes for which it was collected or consequently processed;
- (c) certifying to that effect that the operations under points (a) and (b) have been notified, to the entities to which the data have been communicated or disseminated, unless this requirement proves impossible or is manifestly disproportionate to the right to be protected.

13. The Customer has the right to reject, in whole or in part:

a) for legitimate reasons the processing of personal data concerning you, even if they are relevant to the purpose of the collection;

b) the processing of personal data concerning you, carried out for the purposes of sending advertising or direct sales material, or for evaluating market performance or commercial communication.

14. Contact:

For any information in order to exercise the rights provided by law, in the terms mentioned above, the customer may write to:

Quinta Encantada Unip. Lda.

Rua Joaquim António de Aguiar Nº64 A

1070-152 Lisbon.

NIF: 510 886 337

Customers may also send their enquiry by e-mail to the address given on the website.

