

## **Mapit Solutions Privacy Policy**

Current GDPR (Data protection) Regulations state that all companies processing or holding personal information must comply with certain regulations. There must clear reasons for storing personal information taken from the accepted reasons list as stated by European legislation. The three reasons we hold and use you information are as follows.

In accordance with Real Decreto 1619/2012 art 6.1.D in Spanish Law, Mapit Solutions is required to take copies of your passport/ID, your name and address. All personal information is held securely and in the strictest of confidence. We will not share this information with anyone except where required to by law. You have the right to view these measures at any time.

In some instances, in order to complete your order, Mapit Solutions is required to pass on your personal information, including name, address, ID, contact and bank account information, to our third party providers. You have the right to be made aware of these third party entities and their policies at any time.

Mapit Solutions would like to send you updates and service information from time to time. All your personal information is held securely and in the strictest confidence. You have the right to view these measures at any time. We will ask your permission to do this and are required to hold a record of your permission in order to keep and use your personal information for this purpose.

Your personal information of name and address information is stored on third party provided cloud servers. Password encrypted. Your passports and names and adresses are held in hardcopy in our secure premises. Please note we do not hold digital copies of passports. Your bank and or payment information is passed on to our third party suppliers then deleted.

Email correspondence is held on third party cloud servers, in this case MSN and accessed through password encrypted local terminals. All our emails include privacy policy statements.

If you have any further queries or concerns please email or call us.