



Personal data policy

This personal data policy explains how we collect and use our clients personal data. This also includes a description of the clients rights towards us and how they can assert their rights. They can always contact us with questions about privacy and data protection by sending an email to info@milgardarna.se

To fulfill our obligations towards staff, clients and suppliers, we need to process the personal data as stated below. We do so with the greatest possible regard for their privacy.

Which information do we collect?

Information clients gives us

- **Personal and contact information:** Name, billing and delivery address, e-mail address, mobile number etc.
- **Payment information:** Credit and debit card data (card number, validity date and CVV code), invoice information, bank account number, etc.

Information we collect about our clients

- **Personal and contact information:** Name, billing and delivery address, e-mail address, mobile number etc.
- **Information about services:** For example, details about the services that have been purchased.
- **Historical information: Requests and bookings.**

The information they provide us, as well as information about the Services and their financial information, is generally necessary to enter a contractual relationship with us, while the other information we collect is generally necessary for other purposes - see below.

The purpose of the collection

All data is used to provide, perform and improve our services and to be able to maintain concluded agreements. We process personal data for the following purposes based on the legal basis that we must be able to perform our contractual obligations towards the customer, primarily so that we can carry out a booking for their stay with us.



- To confirm their identity and verify their personal and contact details.
 - To administer their booking, payment and customer relationship, e.g. to fulfill any obligations we may have to them and to provide services they request from us.
 - For customer analysis, administer our services and for our internal operations.
 - Communication in the form of newsletters with information about news on our houses.
 - Targeted marketing in the form of emails and phone calls.
- As a registered user, they always have the option to opt out of the above communication and marketing by clicking on a link in an email, unsubscribing or contacting us.

Who might we share their information with?

We may transfer to, or share their information with, selected third parties, specifically the hosts on our farms who are self-employed. We take all reasonable legal, technical and organizational measures to ensure that their data is handled securely and with an adequate level of protection when transferred to or shared with such selected third parties.

Where do we process their personal data?

Their data is stored in our computer system and is available to our employees. They are used to be able to contact you before arrival, to assist with help and to be able to answer questions. The information makes it easier for the next booking, as we can retrieve the previous stay's layout and pricing.

How long do we store your personal data?

We store their data only for as long as is necessary to perform our contractual obligations to them and for as long as required by statutory retention periods.

Their rights to access, rectification and erasure

- **Right to access your data**
They can request a copy (record extract) of the information they would like to know and verify the information we have about them.
- **Right to rectification**
They have the right to correct incorrect or incomplete information about them themselves.
- **Right to be deleted ("the right to be forgotten")**
They have the right to request the deletion of their personal data in cases where the data is no longer necessary for the purpose for which it was collected.

The personal data policy was last updated on 2018-04-17