



## Privacy Statement



This Privacy Statement contains our general data management policy, including the ways and methods **Oxytree Europe Zrt.**, with its registered office at 1095 Budapest, Soroksári út 48., HUNGARY, EU VAT number: HU25781085 (hereinafter collectively referred to as the “Company” or “we” or “us”) use to collect the personal data of visitors (hereinafter referred to as “Visitors” or “you”) through the [www.oxytree.com](http://www.oxytree.com) website and its subdomains (hereinafter referred to as the “Website”); the types of personal data that may be collected; the ways and methods of using and transmitting such data; the measures the Company takes to protect your personal data and your rights; and the ways you can contact the Company, using the contact information provided in Section 10, regarding the data management practices of the Company. This Privacy Statement shall become effective on **4<sup>th</sup> day of October, 2016**.

## **1. Ways and methods the Company uses to collect and obtain your personal data**

Your personal data can be collected and obtained by the Company using one of the methods below:

- Contact via email or by phone; or
- Online forms that Visitors submit (e.g. filling in the Order form, subscribing for our newsletter, etc.).

When Visitors arrive at our Website, we may use so-called cookies, or other methods similar to cookies to collect certain information with regard to your use of the Website (especially about when you log in, what you view and how long you browse the Website). A cookie is a small data file which is placed on the hard drive of your computer or on the mobile device you use for viewing websites. Cookies may be used for various reasons, for example, they help us analyse web traffic or your likes and dislikes and preferences. In your browser settings, you may choose to accept or decline cookies. This option is usually found under “Settings” or “Internet settings.” It is to be noted, however, that changing your web browser settings to decline cookies may prevent you from taking full advantage of the Website, i.e. some functions may not work properly. Cookies do not collect personal data.

In each case before collecting any data, the Company calls the attention of Visitors to the fact that data will be collected. The Company may only collect personal data once a Visitor has read, understood and also accepted this statement. Therefore, whenever you provide any information, it is done on a completely voluntary basis. Visitors cannot be obliged to enter their personal data. However, Visitors must also acknowledge the fact that if they do not enter their personal data, they will not be able to view or access certain content.

Visitors have the right to request that the Company delete all their personal data, using the contact information provided in Section 10.

## **2. Types of personal data that may be collected by the Company**

Through the Website, we may collect your contact information including your first and last name, company name, physical address, e-mail address, VAT number (from companies), as well as phone number.

You may also voluntarily share your personal data with us when asking questions or making comments. However, we suggest providing only those personal data that are absolutely necessary for you to get a satisfactory response from us to your inquiry.

The Company does not collect sensitive data, i.e. data which show racial, national or ethnic origin, political opinion or affiliation with any political party, religious or philosophical beliefs, membership in an advocacy organization, health status, addiction, sexual life or criminal record. If the Company becomes aware of the fact that a Visitor has entered sensitive data, as defined in the provisions of the Privacy Act, in its database, such information will be deleted immediately.

Therefore, we strongly urge you not to provide any data regarding your racial or ethnic origin, political views, religious or philosophical beliefs, trade union membership, health status or sexual life.

### **3. The purpose of processing your personal data**

The Company uses your personal data to

- respond to your comments and inquiries;
- process your order for Oxytree seedlings;
- improve the Website, including efforts to make it more user-friendly;
- detect the cause of potential problems related to our servers.

### **4. Ways and methods used by the Company to transmit your personal data**

The Company will not sell, distribute or lease your personal data to third parties. We may only transmit your personal data to the persons or entities listed below:

- Employees of the Company, for whom it is appropriate or necessary to work with your personal data;
- External service suppliers working for the Company, such as bank account and credit card service companies. These third parties have no rights to use your personal data for their own purposes in any way; and
- Government agencies and other third parties if required by law in order to legally protect you or others, your or others' property or safety.

### **5. Measures taken by the Company to protect your personal data**

We are committed to ensuring that your personal data is secure. In order to prevent accidental, unauthorised or unlawful destruction, loss, alteration, access or disclosure or use of your personal data, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

Furthermore, the Company also has strict internal data management policies to ensure that only authorised employees of the Company can access your personal data.

### **6. How long the Company retains and uses your personal data**

Unless the law provides otherwise, your personal data will be stored until the original purpose of collecting them is achieved.

### **7. Links to other websites**

Our Website may contain links to third-party websites of interest. These third-party websites have their own privacy policy containing data management and data protection practices which may be different from ours. We cannot be responsible for the data management and data protection practices employed by these third parties. You should exercise caution and look at the privacy

statement applicable to such websites before starting to browse them or providing any personal data or other information to such third-party websites.

## **8. Modification to our Privacy Statement**

The Company reserves the right to modify this Privacy Statement at any time. Changes become effective on the date of publication on this Website.

You should re-read the text of this Privacy Statement on a regular basis.

## **9. The rights and obligations of Visitors**

A Visitor has the right to request modification, rectification and deletion of his / her personal data. A Visitor may withdraw the consent he / she has given, in writing or verbally, regarding management of his / her personal data, without any justification, in part or in whole, using the contact information provided in Section 10, with the exception of personal data that the Company is required to store or process by law or to perform a contractual obligation laid out in an agreement between the Company and the Visitor concerned. The Company will take immediate action to cease processing data relating to a Visitor upon receipt of notification from the Visitor about his / her withdrawal of such consent. The Company will permanently delete the personal data in question from its database, while calling the attention of the processor and possible other persons involved in processing to also delete whatever data they might have in relation to the request. Finally, the Company will inform the Visitor concerned about all of these actions.

## **10. Company contact information**

If you have any comments or questions about this Privacy Statement, please contact us by using the contact details below:

**Oxytree Europe Zrt.**

Mailing address

1095 Budapest, Soroksári út 48. (Hungária Malomudvar), Hungary

On working days between 8:00 and 16:30

Phone: +36 70 411 0312

E-mail: [oxytree@oxytree.com](mailto:oxytree@oxytree.com)