

PRIVACY POLICY

Joseph Bureau de Style

PRIVACY PROTECTION POLICY

User Information

At Joseph Bureau de Style we stress the importance of privacy and are committed to adopting high standards for the protection of personal information.

Our policy outlines the type of personal information we collect and receive, the circumstances in which we collect or receive personal information, the policies and procedures we have established outlining its use and storage, and for sharing certain types of personal information in certain limited circumstances, the procedures you should follow if you have any questions or requests in respect of your personal information or our policies and procedures and the person to whom such questions or requests should be directed, and the means by which to communicate with that person.

In this policy 'Joseph Bureau de Style' means Joseph Bureau de Style and its affiliated companies, as they may exist from time to time, which include, without limitation, the subsidiaries which carry on business that use the following names: Joseph Bureau de Style and Joseph Bureau de Style. The words 'we' and 'Joseph Bureau de Style' do not include third party Company owners or third parties involved in the delivery of services, however we have requested such Company owners and third party suppliers to abide by the terms of our Privacy Protection Policy.

In this policy, personal information means information about you that is personally identifiable like your name, address, e-mail address or phone number, and that is not otherwise publicly available and is not part of your work identification.

It also includes information on user preferences and usage, when such information is supplied to or recorded by Joseph Bureau de Style in the course of transacting business with an individual.

The Privacy Protection Policy does not apply to information regarding Joseph Bureau de Style corporate customers. However, such information is protected by other Joseph Bureau de Style policies and practices and through contractual arrangements.

HOW YOU MAY PROVIDE US YOUR PERSONAL INFORMATION

1. By using Joseph Bureau de Style services.
2. By providing it to us in communications regarding service delivery such as Contact forms.
3. By providing the information to us by participating in a marketing initiative.
4. By visiting our website

Below we will outline the type of information normally collected in each of these circumstances, the reasons for doing so, how we will use it and store it.

Using our Services

When using Joseph Bureau de Style services it is necessary to have information in order to identify you, contact you and to process your purchase and requests. This information usually includes your name, phone number, e-mail address and language preference.

Joseph Bureau de Style may use the information you provide to send you offers and information about Joseph Bureau de Style services.

INFORMATION PROVIDED TO US IN COMMUNICATIONS REGARDING SERVICE DELIVERY SUCH AS CONTACT FORMS

Information provided to us in such a fashion will be used solely for the purpose of recording your comments, communicating with you in respect of them, reviewing them with the Company management team and the Company personnel, for the purposes of

recognizing employees for excellence of service delivery and for developing improvements in service delivery.

Contact forms are stored for a reasonable period of time in our system, one (1) year maximum, for security reasons yet for improved service quality.

BY VISITING OUR WEBSITE

We use “cookies” on our websites. Cookies are pieces of information that an Internet site transfers to your hard drive for record-keeping purposes. The use of cookies is an industry standard — you’ll find them almost everywhere on the Internet. Joseph Bureau de Style uses cookies to recognize visitors when they return to our sites. Once we know it’s you, we can customize your online visit.

We may also evaluate our content and services and tailor our websites, for visitors, based on other information we collect, such as IP addresses, which are numbers assigned to your computer whenever you use the Internet, pixel tags (or clear gifs), and the type of Internet browser or operating system you are using. This information is collected in the aggregate, but we may tie it to your personal information through cookie use as described above.

If you do not wish to have data relating to your visits to our websites collected through the third parties mentioned above, you may opt-out by visiting the third parties opt-out pages, or through our dedicated cookies policy section in the footer of our website.

WHY WE COLLECT PERSONAL INFORMATION

1.To establish and maintain a responsible commercial relationship with you and to provide ongoing service.

2.To understand your needs and preferences. We maintain a record of the products and services you receive from us and we may ask for additional information so that we can serve you better. For example, (mention examples here).

3.To develop, enhance, market or provide products and services. For example, we look at our users' use of our services so that we can better understand how to improve our services.

4.To manage and develop our business and operations. For example we analyze user patterns of usage of our Company's and services to help us manage them efficiently and plan for future growth.

5.To meet legal and regulatory requirements.

WHEN DO WE DISCLOSE PERSONAL INFORMATION

We disclose personal information only in these limited circumstances:

1.We may disclose a user's personal information to a person who, in the reasonable judgment of Joseph Bureau de Style, is seeking the information as an agent of the user.

2.Personal information will be shared with a third party involved in supplying the user with the services they have purchased to the extent necessary to effect the supply and the processing of the transaction.

3.Personal information may be shared with a third party retained by Joseph Bureau de Style to perform functions on its behalf such as data processing or storage, user surveys or research.

4.Personal information may be shared with an agent retained by Joseph Bureau de Style to evaluate a customer's credit worthiness or in order to collect a customer's account.

5.Personal information may be shared with a public authority or an agent of public authority if in the reasonable judgment of Joseph Bureau de Style it appears that there is an imminent danger to life or property which could be avoided or minimized by disclosure of the information, or which disclosure is compelled by legal authority.

Any such disclosure of a user's personal information by Joseph Bureau de Style to a third party will be made only on a confidential basis conditioned upon the information being used only for the purpose for which it has been disclosed.

PRINCIPLES

1. Joseph Bureau de Style will not collect, use or disclose your personal information for any other purpose than those identified above, except with your consent.

2. Joseph Bureau de Style will protect your personal information with appropriate security safeguards.

3. Joseph Bureau de Style will take appropriate steps to protect the confidentiality of your personal information when dealing with third parties.

4. Joseph Bureau de Style will strive to keep your personal information as accurate and up to date as is necessary for the purposes identified above.

5. Joseph Bureau de Style will honour your request to access your personal information in as timely fashion as is reasonably possible.

You are always free to refuse to provide personal information to us.

You may also withdraw your consent with respect to the use of your personal information for marketing purposes at any time, subject to legal or contractual restrictions and reasonable notice, by e-mailing us at abigail@josephbureaudestyle.com, using 'Unsubscribe' as the subject line, and providing us sufficient personal identifiers so we can act effectively on your request.

However, in either case, this may limit our ability to serve you.

If you have questions or concerns about our privacy practices or wish to make a request in respect of your personal information, please contact our Privacy Officer (abigail@josephbureaudestyle.com).

Change of our Privacy Policy

If we decide to change our privacy policy, we will post any changes on this page of the site so that you always know how we use the information we collect and under what circumstances we disclose it to others.

List of Processors:

Website: Mozaik

Contact

You can contact us anytime either regarding clarifications on our privacy policy or regarding questions you may have on the use of your personal information:

e-mail: abigail@josephbureaudestyle.com

Phone number: +33695315085