



KUKLAMINON

ΠΟΛΥΧΩΡΟΣ - MULTIUSE SPACE

Privacy Policy

At Kyklaminon we recognize that privacy is important to you.

This Privacy Policy explains how Kyklaminon collects, uses and discloses your personal data, and your rights in relation to the personal data as these are held. Keeping your data secure and private is part of our philosophy for delivering high standards of services.

In this privacy policy, “us”, “we”, “our” is the data controller of your personal data and is subject to the EU General Data Protection Regulation 2016/679 (“GDPR”) and any locally applicable data protection laws.

How we collect your data We collect your personal data in the manner described below:

- From information about you provided to us by you directly;
- When you communicate with us in writing, by telephone, website forms, email or other digital means. In this respect, we may monitor, record and store any such communication;
- From publicly available sources or from third parties, most commonly where we need to verify booking details or inquiries;
- From the information you provide to us when you meet us at events or in person at our venue, or through exchange of contact information;
- Cookies – You can read more by selecting ‘Settings’ on the Cookies Policy Notification Bar once you visit our website.

Data we collect We collect the following categories of personal data about you:

- Your name and contact information such as your phone number, email address and any communication details;
- Information related to your booking request such as date, type of event, number of participants and any special requests;
- Any additional information you voluntarily share with us that may help us organize your event or improve your experience.

Processing your personal data

1. Performance of a contract with you:

We process your personal data because it is necessary for the performance of services which you request or in order to take steps at your request prior to entering into such an agreement.

In this respect, we use your personal data for the following:

- To prepare a proposal or details about the event or activity you wish to book;
- To provide you with our services as agreed or discussed;
- To handle any complaints or feedback you may provide;
- For any other purpose for which you share your personal data with us.

In this respect, we may share your personal data with or transfer it to the following:

- Any staff members or coordinators involved in organizing your event;
- Third parties we may work with in the context of hosting your event (e.g. entertainers, caterers), with your consent;
- Our professional advisers where necessary (e.g. legal or IT support);
- Public authorities or legal entities in Cyprus if required by law.

2. Legitimate interests:

We also process your personal data because it is necessary for our legitimate interests, or sometimes where it is necessary for the legitimate interests of another person.

In this respect, we use your personal data for the following:

- For marketing to you. In this respect, see the separate section on Marketing below;
- Training our staff or monitoring their performance;
- For internal administration and management;
- Seeking advice on our rights and obligations.

In this respect we may share your personal data with the following:

- Our advisers or consultants where it is necessary;
- With third parties and their advisers in the case of a business transfer or reorganization.

3. Consent:

We may rely on your freely given consent at the time you provided your personal data for a specific purpose not already covered. You have the right to withdraw consent at any time. Processing prior to the withdrawal remains lawful.

4. Compliance with legal obligations:

We also process your personal data for our compliance with a legal obligation which we are under.

In this respect, we will use your personal data for the following:

- To meet our compliance with legal and local municipal obligations;
- As required by any competent court or legal authority under the relevant laws.

In this respect, we may share your personal data with the following:

- Our advisers or consultants if needed;
- With relevant public authorities or law enforcement agencies.

Marketing

We may send you marketing about services we provide which may be of interest to you, such as event offers, seasonal activities, or special announcements. Your data is not shared outside of Kyklaminon.

We may communicate this to you by email, phone or other digital means.

If you object to receiving marketing from us at any time, please contact us by email: info@kyklaminon.com

If you have given consent and wish to withdraw it, you may also contact us at the above address.

Transfer and processing of your personal data outside the European Union

If we share your personal data with third parties outside the EU (e.g. technology providers), your data will be transferred only under the following safeguards:

- The country is approved by the European Commission for adequate protection;
- The recipient agrees to standard contractual clauses approved by the European Commission;
- You have explicitly consented to the transfer.

Retention of your data

We retain your personal data for as long as we have a lawful reason to do so. Typically:

- Booking-related data is kept for up to 7 years after the event;
- Contact information for marketing purposes is retained until you unsubscribe or request deletion.

Your personal data is securely stored with access only to authorized staff.

We have implemented appropriate physical, electronic and procedural safeguards to protect your personal data. Access is restricted and staff are bound by confidentiality obligations. Users are also advised to avoid sending sensitive data through unsecured email.

Your rights under GDPR

Under the GDPR you have the following rights:

- To access and obtain a copy of your personal data;
- To correct inaccurate or incomplete data;
- To request deletion of your data;
- To restrict or object to certain processing;
- To receive your data in portable format (data portability);
- To withdraw consent at any time;

- To file a complaint with the Data Protection Authority.

Please note that these rights may be subject to limitations under applicable laws.

Changes to this policy

This Privacy Policy may be updated occasionally. Any changes will be posted on our website and the effective date will be updated accordingly.

Official requests

For any questions or requests regarding this policy or your personal data, please contact us at: info@kyklaminon.com

For any complaints you may have you may contact the Data Commissioner of the Republic of Cyprus at <http://www.dataprotection.gov.cy>