# **Eva Castillo Language Services Privacy Policy**

This privacy policy will explain how Eva Castillo Language Services uses the personal data collected from you when you use the Eva Castillo Language Services website.

#### Topics:

- · What data do we collect?
- · How do we collect your data?
- · How will we use your data?
- How do we store your data?
- What are your data protection rights?
- What are cookies?
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#### What data do we collect?

Eva Castillo Language Services collects the following data:

Personal identification information (Name, email address, phone number, etc.)

# How do we collect your data?

You directly provide Eva Castillo Language Services with most of the data we collect. We collect data and process data when you:

- Complete our website's contact form
- Send an email to eva@evactranslates.cat

# How will we use your data?

Eva Castillo Language Services collects your data so that we can:

- Manage your requests to book a session made using our contact form
- Give you information about our services when you request it via our form or email
- Reply to your inquiries, comments and suggestions

# How do we store your data?

Eva Castillo Language Services will keep your personal identification information for the time needed for the purposes detailed in the "How will we use your data?" section and for as long as any resulting data processing responsibilities exist.

### What are your data protection rights?

Eva Castillo Language Services would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access -** You have the right to request Eva Castillo Language Services for copies of your personal data.

**The right to rectification -** You have the right to request that Eva Castillo Language Services corrects any information you believe is inaccurate. You also have the right to request Eva Castillo Language Services to complete information you believe is incomplete.

**The right to erasure** - You have the right to request that Eva Castillo Language Services erases your personal data, under certain conditions.

The right to restrict processing - You have the right to request that Eva Castillo Language Services restricts the processing of your personal data, under certain conditions.

**The right to object to processing -** You have the right to object to Eva Castillo Language Services' processing of your personal data, under certain conditions.

**The right to data portability -** You have the right to request that Eva Castillo Language Services transfers the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: <a href="mailto:eva@evactranslates.cat">eva@evactranslates.cat</a>.

#### What are cookies?

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology.

For further information, visit allaboutcookies.org.

#### How do we use cookies?

Eva Castillo Language Services uses cookies in a range of ways to improve your experience on our website, including:

Store your language preference

# What types of cookies do we use?

There are a number of different types of cookies, however, our website uses:

Functionality - Eva Castillo Language Services uses these cookies so that we
recognize you on our website and remember your previously selected preferences.
These could include what language you prefer. A mix of first-party and third-party
cookies are used.

### How to manage cookies

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

### Privacy policies of other websites

The Eva Castillo Language Services website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

### Changes to our privacy policy

Eva Castillo Language Services keeps its privacy policy under regular review and places any updates on this file. This privacy policy was last updated on 12 February 2025.

#### How to contact us

If you have any questions about Eva Castillo Language Services' privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: eva@evactranslates.cat

# How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Eva Castillo Language Services has not addressed your concern in a satisfactory manner, you may contact the Spanish Data Protection Agency (<a href="https://www.aepd.es">www.aepd.es</a>).