

Privacy Policy

This is the Privacy Policy for Individual Entrepreneur Mikhail Kniazev ("**Michael Knyazev**"). This Privacy Policy was last updated on 25th July 2023.

"Michael Knyazev" understands that your privacy is important. "Michael Knyazev" is committed to protecting the personal data you provide and your privacy as you access and use materials on <https://clipcap.app> (the "**Site**"), including subscription pages, product pages and other websites that post a link to this Privacy Policy. In addition, information that you submit to "Michael Knyazev" in response to an email request for information or other outreach from "Michael Knyazev" will be treated in accordance with this Privacy Policy.

This Privacy Policy explains how and why "Michael Knyazev" uses personal data and what we do to ensure that your information is kept safe and secure in accordance with applicable data protection and privacy laws including the UK Data Protection Act 2018, the UK GDPR (being the EU General Data Protection Regulation 2016/679 in the form retained in UK law after Brexit) and any other applicable data protection and privacy laws.

"Michael Knyazev" may, in its discretion, amend this Privacy Policy from time to time. To ensure you are able to remain informed about the information we collect and how we use it, material changes to our Privacy Policy will be reflected here. Our Site may contain links to external sites which are not governed by this Privacy Policy. "Michael Knyazev" does not take responsibility for the privacy practices of any third-party sites to which we link. We encourage you to review the privacy policies of any such sites before you submit information there.

Your acceptance of this Privacy Policy

Please read this Privacy Policy carefully. By browsing our website, emailing with our employees, and using our services, you agree to be bound by this Privacy Policy.

Information that we collect

We collect your personal data such as names, phone numbers, e-mail addresses, company names.

Sometimes we also collect information about the types of systems and browsers of our users, IP-addresses, locations.

We use "cookies" such as Google Analytics.

What personal data we process and why

We collect and process personal data that we need to offer our services, to inform you about updates to the services, other products and services offered by "Michael Knyazev" that may be of interest to you, including information regarding publications and events.

We may process your personal data for the purposes of operating our website, processing and fulfilment of orders, providing our services, generating invoices, bills and other payment-related documentation. The legal basis for this processing is our legitimate interests, namely the performance of a contract between you and us and/or taking steps, at your request, to enter into such a contract, administration of our website, services and business.

If you opt-in to take part in interviews through third-party websites and products we will only collect and process your e-mail and only for the purpose of sending invitations to and notifications on upcoming interviews. The legal basis for this processing is your consent and our legitimate interests, namely providing our services.

We may process your personal data for the purposes of managing our relationships, communicating with you by email and/or telephone. The legal basis for this processing is our legitimate interests, namely communications with our website visitors, service users, individual customers and customer personnel, the maintenance of relationships, and the proper administration of our website, services and business.

We may process your personal data for the purposes of creating, targeting and sending direct marketing communications by email and making contact by telephone for marketing-related purposes. The legal basis for this processing is your consent and our legitimate interests, namely promoting our business and communicating marketing messages and offers to our website visitors and service users.

We will not sell, share, or rent or otherwise make available your personal data to other parties, except that we may disclose the information to third parties who perform services on our behalf and have a need to access the information in connection with those services, to state bodies in order to comply with any legal obligation or court order.

Transfer of your personal data

The hosting facilities for our website are located in the United Kingdom.

Your personal data may be transferred and processed outside the United Kingdom in countries in which we engage service providers, but only for purpose of providing our services. By using the Site, submitting information through the Site, or submitting personal data to "Michael Knyazev" through other means (email, messengers, phone ect.) you voluntarily consent to transfer of such data outside the United Kingdom, to countries which may have data protection rules that are different from those in the United Kingdom. Where we transfer your personal data to processors outside of the United Kingdom, we put safeguards in place to ensure that your data is adequately protected.

Retaining and deleting personal data

"Michael Knyazev" retains your personal data for so long as is necessary to fulfil the purpose for which it was collected. We may retain your personal data for longer if it may be the subject of a legal claim, or may otherwise be relevant for future litigation.

You can send a request to stop processing your personal data at any time.

Your rights

Your principal rights are:

1. the right to access - you can ask for copies of your personal data;
2. the right to rectification - you can ask us to rectify inaccurate personal data and to complete incomplete personal data;
3. the right to erasure - you can ask us to erase your personal data;
4. the right to restrict processing - you can ask us to restrict the processing of your personal data;
5. the right to object to processing - you can object to the processing of your

personal data;

2

6. the right to data portability - you can ask that we transfer your personal data to another organisation or to you;
 7. the right to complain to a supervisory authority - you can complain about our processing of your personal data to the Information Commissioner's Office if you are not satisfied with our response to a data protection request or if you think your personal data has been mishandled. For further information on how to make a complaint, please visit <https://ico.org.uk>; and
 8. the right to withdraw consent - to the extent that the legal basis of our processing of your personal data is consent, you can withdraw that consent.
- You may exercise any of your rights in relation to your personal data by written notice to us, using the contact details set out below.

We use cookies: Google Analytics

A cookie is a file containing an identifier (a string of letters and numbers) that is sent by a web server to a web browser and is stored by the browser. The identifier is then sent back to the server each time the browser requests a page from the server.

Cookies may not contain any information that personally identifies a user, but personal data that we store about you may be linked to the information stored in and obtained from cookies.

Cookies may be either "persistent" cookies or "session" cookies. A persistent cookie will be stored by a web browser and will remain valid until its set expiry date, unless deleted by the user before the expiry date. A session cookie, will expire at the end of the user session, when the web browser is closed. Cookies do not typically contain any information that personally identifies a user, but personal information that we store about you may be linked to the information stored in and obtained from cookies.

With most internet browsers, you can erase cookies from your computer hard drive, block all cookies, or receive a warning before a cookie is stored on your computer. Please refer to your browser instructions or you can visit <https://www.aboutcookies.org/> which will give you more information. Once you have given your consent to use cookies we shall store a cookie on your computer or device to remember this for next time. If you wish to withdraw consent at any time you will need to delete our cookies using your web browsers settings.

We use Google Analytics to analyse the use of our website. Google Analytics gathers information about website use by means of cookies. The information gathered relating to our website is used to create reports about the use of our website. Google's privacy policy is available at: <https://www.google.com/policies/privacy/>

You can opt out of being tracked by Google Analytics across all websites at: <http://tools.google.com/dlpage/gaoptout>

Amendments

We may update this policy from time to time by publishing a new version on our website. You should check page <https://d.clipcap.app/privacy.pdf> occasionally to ensure you are happy with any changes to this policy.

Our details

Individual Entrepreneur Mikhail Kniazev

Tax Payer identification Number: 106426895

Address: Georgia, Borjomi district / Meskheti St. St. 2

Phone: +995511306505

Contact Email: hello@clipcap.app

