

Privacy policy

Type of data collected

We collect the following personal data and information from our e-mail exchanges with you: your first name and surname, your email address, your postal address and your telephone number. We also record the number of adults and the number of children (less than 18 years old) involved in your rental contract.

All these data are recorded in files and stored on our own computer.

Use of your personal data

We use the personal data that you give us to:

- prepare the rental contract
- respond to all your questions before your arrival
- declare the tourist tax to the Tourist Office of the Lévézou region
- allow our accountant to declare our accounts and the VAT to the fiscal authorities

Storage of your personal data

We store your personal data for a period of 3 years to keep a trace of our activities for the holiday cottage. These data are archived on our own external disk. Nonetheless, legal requirements oblige us to conserve non-digital documents, such as rental contracts and bills, for a period of 10 years. Your surname, your first name, your postal address and your telephone number appear on these non-digital documents.

Security measures

We take careful measures to protect your personal data against destruction, loss, fraudulent use and disclosure.

Your rights on collected personal data

In conformity with legal requirements, you have the right of access, of modification, of correction and of suppression of any information in our digital archives that concern you. You can exercise these rights, as well as ask question or leave comments, by sending a request by email to the address *anita.bentley@orange.fr*.

Changes in legislation concerning the collection and use of personal data

We shall modify our policy on the collection and use of your personal data in accordance with any evolution in legislation. We invite you to check regularly for updates on our policy under the heading 'personal privacy' on our website.