

PRIVACY POLICY

IDENTITY OF THE DATA CONTROLLER

MEET&INC TRAVEL LDA, based at Largo do Movimento das Forças Armadas nr2, 2610-123 Alfragide - Portugal, with the Juristic Person ID Number 510 054 463 and Tourism License nr 3262 from Portugal Tourism Office, declares that it complies with the data protection rules of its customers, in accordance with the Personal Data Protection Act (hereinafter “LPDP”) and the General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 2016, hereinafter “GDPR”) ensure the protection of users with regard to the processing of personal data and the free movement of such data.

Under the legal terms, "personal data" means: any information, of any nature and regardless of its support, including sound and image, relating to an identified or identifiable person, so the protection does not cover the data of legal persons.

PERSONAL DATA TREATMENT

MEET&INC TRAVEL LDA maintains a database with the registration of its customers.

The data present in this database are only the data provided by them at the time of registration, being collected and processed automatically, under the terms approved by the National Data Protection Commission, by MEET&INC TRAVEL LDA, the entity responsible for the corresponding file.

Your data will be kept in our system for one year, from the permission date or unless otherwise stated by the customer.

Under no circumstances, information will be requested on philosophical or political beliefs, party or union affiliation, religious faith, private life and racial or ethnic origins as well as health and sexual life data, including genetic data.

Furthermore, in no case will we carry out any of the following activities with the personal data that have been provided to us:

- (I) Assign to other persons or other entities, without the prior consent of the data user;
- (II) Transfer outside the European Economic Area (EEA), without the prior consent of the data user.
- (III) MEET&INC TRAVEL LDA undertakes that personal data are used solely and exclusively for the provision of services, being obliged to the secrecy and confidentiality

PURPOSES OF THE PROCESSING OF PERSONAL DATA

The personal data that we process through this page will only be used for the following purposes:

- (I) Purposes linked to the activity of a travel agency;
- (II) The provision of data to those involved in the services requested by the user, in order to implement the reservation/ service purchased by the User;
- (III) Management, administration, provision, expansion and improvement of services in which the user decides to subscribe and register or use the adequacy of these services to the preferences and tastes of users;
- (IV) Check credit cards and other types of cards used for payment and indicated by the User;
- (V) The study of the use of services by users;
- (VI) Verifying, maintaining and developing statistical systems and analyzes;
- (VII) Advertising, promotion and commercial prospecting activities if duly authorized and consented by the User;
- (VIII) Submit survey forms to which the user is not obliged to respond;

The user may permit MEET&INC TRAVEL LDA to process the Personal Data in order to establish the profile and offer suitable products and services. These services can be provided either by MEET&INC TRAVEL LDA or third parties.

Furthermore, the user consents the access to the information related to the service contracted with MEET&INC TRAVEL LDA in order to be able to offer additional services to the contractor.

When the Personal Data is collected, the user may, with the exception of the fields the completion of which is obligatory, provide the Personal Data on a voluntarily basis.

Absence of a reply will not (in the absence of other indication) affect the quality or quantity of the corresponding services. Nevertheless, failure to provide data that is considered to be obligatory, will involve an inability to access the service for which the data was requested.

Furthermore, the user will expressly consent to the possible transfer of the Personal Data to:

- (I) National and international authorities responsible for tourism, terrorism or crimes against human rights;
- (II) Any legal entity affiliated or participated by MEET& INC TRAVEL LDA or the company that has provided the contracted service (hotels, water, land, rail or air transport companies, rental companies, etc.), to be used in order to ensure a proper provision of each service requested by the user.

The user guarantees that the information provided is true, accurate, complete and up- to- date, and is responsible for any damage or loss, direct or indirect, that may be caused as a result of the breach of that obligation. In the event that the data provided belongs to a third party, the user guarantees that he informed said third party of the aspects contained in this document and obtained his authorization to provide his data to MEET&INC TRAVEL LDA for the purposes indicated.

The lack of response to the data, considered mandatory, will imply the impossibility of accessing the service for which the data was requested.

MEET&INC TRAVEL LDA may disclose the users' information to third parties solely for the purpose of completing the requested reservation and for administrative reasons under the legislation in force for travel / service implementation in certain countries.

SECURITY MEASURES

MEET&INC TRAVEL LDA declares and warrants that it has implemented and will continue to implement the security measures of a technical and organizational nature necessary to guarantee the security of the personal data provided to it in order to avoid its alteration, loss, treatment and or access unauthorized, taking into consideration the current state of technology, the nature of the data stored and the risks to which they are exposed.

The personal data is incorporated into a computer application owned by MEET&INC TRAVEL LDA.

Access to information on file by the employees of MEET&INC TRAVEL LDA is only possible with passwords access and the registration is documented. The change to existing data in the archives is possible by keeping a record of the date and the user code responsible for the change.

Personal data are treated with the level of protection legally required to guarantee their security and prevent unauthorized alteration, loss, treatment or access, taking into account the state of the technology, with the user being aware and accepting that the security measures Internet security are not impregnable.

MEET&INC TRAVEL LDA is equipped with technical infrastructures for peripheral control, namely network firewalls, private circuits and VPN's that respect security requirements. The computer servers are housed in a datacenter's operator, which provides a digital information protection service for the hosted servers. The service includes file backup, its conservation in accordance with the defined policy and restore at the request of MEET&INC TRAVEL LDA.

The credit card data is only used to make payment and, after the transaction is made, is deleted from our records, except when the user has authorized us to keep them.

Because of security issues in relation to certain countries, the inclusion of data such as name, passport number, sex, age and nationality in reservations, is compulsory. This information which is included in the reservation may be consulted by the customs authorities of the countries of origin or destination, in accordance with the applicable legislation.

MEET&INC TRAVEL LDA accessing any personal data, undertakes to:

- (I) Store them by means of legally required security measures, of a technical and organizational nature, which guarantee their safety, thus avoiding alteration, loss, treatment or unauthorized access, in accordance with the state of technology in each moment, the nature of the data and the possible risks to which they are exposed;
- (II) Use the data exclusively for the previously defined purposes;
- (III) Make sure that the data are processed only by workers whose intervention is necessary for the provision of the service, being obliged to the duty of secrecy and confidentiality. If there is a possibility that the information may be disclosed to third parties, they should be obliged to maintain due confidentiality in accordance with the provisions of this document.

EXERCISE OF RIGHTS

In accordance with the provisions of the LDPD and the GDPR, the user can exercise his rights of access, rectification, deletion, limitation, opposition and portability at all times, through written request by any of the following means, including, in any case, a copy of a document proving your identity and specifying the right or rights you wish to exercise.

- Postal address: Largo do Movimento das Forças Armadas nr2, 2610-123 Alfragide - Portugal
- E-mail address: info@meetinctravel.pt

CONTROL AUTHORITY

Under legal terms, the data user has the right to make a complaint regarding the protection of personal data to the competent supervisory authority, the National Data Protection Commission (CNPD) www.cnpd.pt.