

# PRIVACY POLICY

## **DATA CONTROLLER**

Rederi Ab Vitharun (Hereafter called Visit Seili)  
Business ID FI27431484  
Uudenmaankatu 11 A 8  
00120 Helsinki

Visit Seili is committed to protecting the privacy of its customers in accordance with current legislation. The register descriptions maintained by Visit Seili are the subscriber register of the newsletter and the booking database. Without personal information contained in these registers, we could not provide our services to the user. Personal information is required to process and provide related information to customers.

By using our services, you agree to the terms and conditions of this privacy policy. If you do not agree to these terms, you do not have access to our services.

## **1. BOOKING DATABASE**

The registry is used to implement services ordered by users. Booking information is collected because without them we would not be able to offer and produce requested services to our customers.

### **Information stored in the Sportum booking system:**

Personal information such as name, type of passenger (adult, child, baby), e-mail and/or phone number, and travel and reservation information, such as reservation ID and booking time. In addition, billing information is stored for billed customers.

### **Disclosure**

Personal data used in the reservation will be kept as technical recordings in the Sportum reservation system. Data will not be transferred outside the EU.

### **Your rights**

The customer has the right to know what information about him/her is stored in the Visit Seili's databases. The data can be checked free of charge once a year. The request for verification must be submitted in writing at the address mentioned at the beginning of this register and the request must be signed by hand. The information to be disclosed as a result of the request for verification shall be provided in writing and delivered by mail or encrypted email to the address indicated by that person.

### **Data protection**

The electronic registries are protected in accordance with the following principles: (i) the registry is used in a controlled manner; (ii) access to the register is limited to persons with prior authorization for their work; (iii) data is collected only in electronic databases that are protected.

Only employees of the Visit Seili and Visit Seili assignments and accounts of employees are entitled to use information from the booking database. The system has different user levels, whereby the user only gets access to the information necessary for the use. Each user has their own username and password required at login. Access to the register is limited and supervised. Users are bound by the confidentiality obligation. The system is network-protected so that only specific parties have access to the system. The data will be stored for five (5) years.

## **2. ELECTRONIC NEWSLETTERS REGISTRY**

### **Purpose of the registry**

The registry is used for sending information on topical issues regarding Visit Seili. The form of communication is an email newsletter. Ordering our newsletter does not oblige the subscriber to take any action. The subscriber is added to the newsletter subscriber register only with the explicit consent of the user. Registered data does not create subscriber profiles.

Visit Seili has the right to cancel the subscription to the newsletter by deleting the subscriber's email address and related profile notices if the email address is no longer valid.

### **Subscriber information**

When a subscriber makes an order, his/her email address is stored in the register. If the subscriber issues his or her first name and surname, these will also be saved. If the subscriber subsequently wants to provide more information about himself, the user-specific content in the register may vary depending on the actions of the user.

### **Right to refusal**

A newsletter subscription can be cancelled at any time. You can cancel your order by registering a refusal at the end of each newsletter or by contacting the customer service at [info@visitseili.fi](mailto:info@visitseili.fi).

### **Regular sources of information**

Information is collected from the subscriber only when he/she chooses to order a newsletter or explicitly accepts the disclosure of his or her data for marketing purposes.

### **Disclosure**

Information is handled by Skärgårdskompaniet. Servers and other technical accessories used for the processing of data may be the property of a third-party service provider that provides services to the register owner. The owner of the register and the contractors authorized by him may obtain the services necessary for the use of these devices from an external service provider. Data will not be transferred outside the EU.

### **Your rights**

The subscriber has the right to know what information about him/her is stored in the subscriber register of the Visit Seili newsletter. The customer can check their information free of charge once a year. The request for verification of the data must be sent to the company maintaining the register. The request must include the email address that the subscriber has notified when registering. The requester must sign the request manually. As a result of the verification request, the data transferred will be sent by email to the email address specified in the request. If there is an error in the subscriber information, he / she is entitled to correct the error. In the event of error correction requests contact the customer service [info@visitseili.fi](mailto:info@visitseili.fi).

### **Data protection**

The electronic register is protected in accordance with the following principles: (i) the register is used in a controlled manner; (ii) access to the register is restricted to persons with prior authorization of their work; (iii) data collected in electronic databases that are protected. Manually processed manuals containing personal information will be properly disposed of after processing.