

# Star Jet Service Limited (SJS) Privacy Policy

At Star Jet Service Limited (SJS), we are committed to safeguarding your personal information and ensuring its security. This Privacy Notice outlines how we collect, use, and protect your data in accordance with the General Data Protection Regulation (GDPR) and other relevant data protection laws.

### **1. Purpose of This Notice**

We are responsible for determining how your personal information is handled. Under data protection regulations, we must provide you with details about how we process your data. This notice is not part of any contractual agreement for services, and we may update it as necessary. Please read this notice alongside any other specific privacy notices we may provide when collecting or processing your personal data.

# 2. Consent to Data Processing

To comply with GDPR and ensure the lawful processing of your data, we require your consent to store and process your personal information for the purposes outlined below.

# 3. Information We Collect

When you visit our website, we may collect personal details such as your name, email address, and other relevant information when you:

- Place an order
- Complete a contact form
- Provide information voluntarily on our site

#### 4. When We Collect Information

We collect information from you when you fill out forms or submit details through our website.

# 5. Legal Basis for Data Processing

We process your personal data in the following circumstances:

- To fulfill a contractual obligation with you.
- To send emails related to your order, inquiries, or services provided by SJS.
- To distribute newsletters about developments in immigration services and related matters.
- To follow up on inquiries made via live chat, email, or phone.
- To comply with legal requirements.
- Where necessary for our legitimate interests, provided they do not override your fundamental rights.

### 6. Data Access and Sharing

Your personal information may be shared with third parties when:

- Required by law.
- Necessary for the administration of our services.
- A legitimate business interest is identified.

If we transfer your personal data outside the EU, we ensure appropriate protection measures are in place.

# 7. Data Storage and Retention

Your personal information is securely stored and retained only for as long as necessary to fulfill its intended purpose or as required by law. Retention periods are determined based on:

- The type and sensitivity of data.
- Potential risks associated with unauthorized use or disclosure.
- Legal and regulatory requirements.

# 8. Data Security

We implement rigorous security measures to protect your data against unauthorized access, loss, or misuse. These measures include:

- Regular security scans for vulnerabilities.
- Malware scanning.
- Secure networks with restricted access.
- SSL encryption for sensitive information.
- Secure payment processing via a third-party gateway.

In case of a data breach, we will notify affected individuals and regulatory authorities as required.

# 9. Your Rights Under GDPR

You have the right to:

- Access your personal data.
- Request correction of inaccurate or incomplete data.
- Request deletion of your data.
- Restrict or object to data processing.
- Request data portability.
- Withdraw consent for data processing where applicable.

If you believe your rights have been violated, you may file a complaint with the Information Commissioner's Office (ICO).

#### 10. Failure to Provide Data

If you choose not to provide personal data, we may be unable to provide or continue our services.

#### **11. Contact Information**

For inquiries regarding this Privacy Policy, contact us at:

- Website: <u>starjetimmigration.com</u>
- Email: info@starjetimmigration.com

# 12. Google Services and Advertising

We adhere to Google's Advertising Principles and may use:

- Google Ads Remarketing
- DoubleClick Platform Integration

Users can adjust Google Ad preferences via the <u>Google Ad Settings</u> or opt out through the Network Advertising Initiative Opt Out page.

# 13. Compliance with CalOPPA

Under the California Online Privacy Protection Act (CalOPPA), we:

- Allow users to visit our site anonymously.
- Provide a clear and accessible Privacy Policy link on our website.
- Honor Do Not Track (DNT) browser requests.

### 14. Changes to This Privacy Notice

We reserve the right to update this policy as needed. Changes will be reflected on our website along with the update date.

For further details, please contact us at info@starjetimmigration.com.