



Privacy statement

Last change: 17.04.2023.

This privacy policy describes the ways in which "Galleria business center" (hereinafter referred to as WE) uses the personal data of visitors. By providing your personal data and accepting the Privacy Policy, you confirm that you agree to your data being used in the manner described in this Policy. If the Privacy Policy changes, we will publish the amended text of the Policy on this page. By continuing to use our site, you confirm that you agree with the changes to the Policy.

The Privacy Statement is a document that guarantees the protection of the privacy of our users on the Internet. You can browse the website for free and without any obligation to reveal your identity or leave any personal data. The data that will be collected by our Web provider are your current IP address, browser type, domain name, time and length of visit, the address of the Web page you came from, and all information about the pages you visit on our Web site. Your IP address is also used by our website in order to increase security. More on this in the following text.

Privacy protection

When you visit the Website, our Web provider automatically records data that includes your computer's IP address, browser type, domain name, time of visit, the address of the Web page you came from, and all information about the pages you visit on our Web site.

We also collect your data through Google analytics. Data collected in this way cannot be linked to you as a person, taking into account the fact that data such as IP address, location, type of web browser, network you come from, device you use, operating system are collected. We use this data for statistical analysis of the use of our pages, with the aim of improving the ranking and popularity of the site, as well as the quality of our services.

Our web provider and Google analytics do not record your e-mail address or any other data that could be used for your personal identification. The data collected by Google Analytics are stored on the servers of Google Inc., which is protected by numerous security measures. Google Analytics places a cookie in your browser to identify you as a unique user each time you visit the website.

On our website, you have the option to download two types of forms (office documents). The first form is an inquiry for the rental of business, warehouse and production space, while the second relates to your inquiry for a job in our company. After downloading the form from our site, you can fill it out and send it to us via e-mail. These e-mails are sent outside of our website, through your e-mail client, which means that none of your personal data will be recorded on the website.

Your inquiries with personal data are stored in our system. Data are not sent to third countries or international organizations. We will read your message and usually respond to you in the same way we received your inquiry. We may ask for your consent to keep your data in our system, in order to send you further information that we think may be of interest to you. We will not use that data to make automated decisions that could affect you.

Your data that you sent to us via e-mail, with your approval and consent that you give by accepting the terms of use, and in accordance with the Privacy Data Protection Act, we process for the following purposes:

Communication: so that we can contact you. In order to the information, you request from us reach you on time, you need to leave your personal data. Your data can also be used for occasional or regular information about our news and promotions.

Risk and compliance: there is a possibility that we process your personal data in order to comply with the law or a court order, or some other government authority (e.g. providing data at the request of the police or court).

Legal obligations: we process your personal data for the purposes of resolving disputes, complaints, legal proceedings, investigating irregularities for which we have a legally justified interest and legal obligations.

The right to access your personal data

The following persons have the right to access your personal data:

- authorized persons in our company who need this data in their daily work for the purpose of communication, monitoring the implementation of services, reporting, for the purpose of analytical, summary, statistical and other reviews, and other similar activities (described in the previous point - "How and when we collect and use your personal data?").
- eventually, external partners and collaborators, participants in joint work.

Length of storage of your data

Your inquiry is stored for one year in our system, unless you give us your consent to continue sending you notifications, in which case we will keep them for as long as you continue to give your consent.

In order to provide you with the best possible functioning of our website, we use cookies, which you can find more information about in a separate text entitled "Policy on the use of cookies", which is located on our website.

Measures to protect your personal data

In order to protect your personal data from intentional or illegal processing, we have taken the following technical and organizational measures:

- The website runs on a secure SSL server. We adhere to security procedures regarding the storage of information, in order to prevent unauthorized access to it.
- All employees of the company are aware that a violation or suspicion of a violation of data security can be sanctioned by imposing disciplinary measures, but also sanctioned in accordance with the applicable law.

Your right is to be familiar with all the details of the use of your data, to have insight into them, to request a copy, supplement, update, deletion or termination of their use.

You have the right to request that your personal data be deleted (there is no longer a need to store your personal data or you withdraw your consent). Due to certain legal or regulatory obligations we will sometimes not be able to fulfill this. You have the right to request that the use of your personal data be temporarily stopped (when your personal data that we store is incorrect), unless this is not possible due to legal obligations.

You have the right to transfer your personal data to you or to a third party of your choice.

You have the right to object to our processing unless there is an explicit legal basis for data processing.

You have the right to withdraw your consent to the processing of your personal data, in whole or in part, at any time.

For any information or requests related to the Privacy Policy, you can contact us by e-mail: phiwa@phiwa.com or by phone +381-24-647-222. We will answer you no later than 30 days after receiving your question. If it is a complex request or a large number of requests, we will need an additional response time, not exceeding 90 days.

In the case of unfounded and frequent repeated requests by one person (more than five in one year), the request will be rejected.

Statement on the protection and collection of personal data and their use

At the user's request, WE are obliged to provide information on the way personal data are used.

In case that there is a change in our position on privacy, we will post it on the website. All changes take effect immediately upon posting. By accepting this Policy, you are obliged to periodically read the Privacy Policy in order to familiarize yourself with any changes.

After the publication of changes of the privacy policy, further use of the website is confirmation that the user of the website has become familiar with the changes, understands, agrees with all changes and accepts them in full.

The user of the site is aware of the right to withdraw the declaration of consent for data processing in whole or in part at any time. By withdrawing the declaration of consent, the processing of data for the user stops completely.

In case of unauthorized use of data, the user has the right to appeal to the competent state authority.

Links to websites of third parties and social networks

Links from our website may lead to other websites. These links are provided to you as an additional convenience, however, please note that we do not control such third parties or their websites and that such third parties have different privacy policies that apply to information collected from you when visit the websites of the described third parties. We recommend that you carefully read the privacy notices on all websites before providing your personal information. We are not responsible for the data protection policies or procedures, nor for the content on these websites.

From our site, links can lead to social networks. For reasons of data privacy, we have decided not to use the direct options of including social networks (Facebook, Twitter, YouTube, LinkedIn, Instagram, Snapchat) on our website. We may provide links to our social media pages. However, we do not have any influence on the nature or extent of data that social networks may collect. For information regarding the purpose and scope of data collection, further processing and use of data by social networks and regarding your data protection rights and relevant configuration settings, please see the respective data privacy advice of specific social networks. We are not responsible for the policies or procedures for the protection of data on these social networks.

Security plugins

Security plugins (Wordfence, Limit Login Attempts, Sucuri) can remember the IP address and store it for the purpose of blacklisting, in order to protect both the website and other visitors. On our site, we currently use Wordfence and Sucuri security plugins that use your IP address. These plugins block access to the website if there is a suspicion that unauthorized requests are being sent from that IP address that may harm the website and indirectly other users.

Website Terms of Use

The site is intended for natural and legal persons and its use and application is free. We are not responsible for the costs arising from the use of computer equipment, electronic devices and services, for accessing our pages, for telephone, Internet or any other costs that may arise when viewing our pages.

By using the website, you confirm that you agree and accept the rules and conditions of use, and you are considered to have automatically agreed to them.

Please read carefully and familiarize yourself with the rules we apply. WE reserve the right to amend these Terms of Use without prior notice, if we deem it necessary. New changes, additions or cancellation of the Terms and Conditions of Use shall come into force immediately upon their publication on our website. After these changes, if you continue to use our website, you agree to the new Terms and Conditions of Use. In that case, WE will not be held responsible for possible consequences resulting from these changes. Therefore, we ask you to check the content of the "Privacy Policy" page in order to be informed of any changes.

If you do not agree with the Terms and Conditions of Use, please do not use our website

Disclaimer of Liability

WE cannot be held responsible for material damages associated with the use of our websites. The user undertakes to use newer equipment that does not contain viruses and with the latest generation of browsers when accessing.

WE ensure continuity of functioning of our website 24 hours a day, every day of the year. However, WE reserve the right to interrupt the hosting service for a certain period of time, for the purpose of maintaining and improving the website.

WE bear no responsibility in the event of failure of the Internet network, telephone lines, computer and telephone equipment, especially related to network congestion that makes it difficult to access the server.

Incident Notification - Security Breach

No method of transmitting information over the Internet and no method of storing information is 100% secure. Despite all the activities and efforts undertaken, we cannot guarantee absolute security. In the event that we become aware of a security breach, in accordance with our legal obligations, we will notify the affected users so that they can take appropriate measures.

None of the user-member's personal information shall be published, exchanged, transferred, sold to third parties, without the user-member's knowledge.

The site may contain links to other sites for which WE do not have the ability to check the content and therefore we are not responsible for the content of web pages outside of our web site.

Photos

The photos on the website are partly illustrative in nature, while the other, larger part, represents our original photos and our property. Unauthorized use of our photographs, for any purpose, without our written consent is prohibited.

Advertising

WE are not responsible for any damage caused by advertising on our website, because it is a business relationship between the site visitor and the advertiser. We do not currently support advertising on our site.