

Privacy Policy

1.

THIS PRIVACY POLICY CONTAINS IMPORTANT INFORMATION THAT YOU SHOULD KNOW BEFORE USING THE WEBSITE. PLEASE READ THIS DOCUMENT CAREFULLY. BY USING THE WEBSITE, YOU INDICATE ACCEPTANCE OF THE LINGUAMASTER'S PRIVACY POLICY.

Linguamaster respects privacy of its clients, the Website Users and others and implements this Privacy Policy to protect their personal data and materials. The Privacy Policy contains information about data to be collected, its use and disclosure.

The company reserves the right to make changes and amendments to the Privacy Policy from time to time without notice. We recommend You to regularly check this Privacy Policy for updates.

Linguamaster in its capacity of Data Controller, complies with the principles of Regulation (EU) 2016/679 of the European Parliament and of the Council "On the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)".

2. Information collected on the Website

Linguamaster may collect the following data on its Website:

- personal data provided by the User voluntarily and knowingly through the request form on the Website, including first name, last name, telephone number, e-mail address, delivery address or address for service, company details represented by the User, position in the company, social media accounts, and other information required for form fields;
- IP number, the time of the request, the URL of your request and other information logged by our services to make the Website function correctly and improve its use, content and functionality in accordance with the Users' needs;
- User Materials provided for translation services. Such materials are subject to confidentiality and shall not be disclosed without permission of the User.

Linguamaster may also collect different data with cookies to identify User's preferences and provide a better online experience. You may disable cookies in browser, though doing so may adversely affect Your ability to use some functions and access content at the Website.

3. Disclosure of Information to Third Parties

Linguamaster does not disclose Users' personal data to organizations or persons that are not related to the company without User's consent. Personal data may be disclosed only if it is required by law or is reasonably required to investigate or protect against harm Linguamaster guests, visitors, associates, or property (including the Website or services), or others. The company may also disclose Users' personal data to investigate violations hereof and ensure compliance with the Terms of Use.

The User agrees and understands that personal data provided to Linguamaster may be transferred to, stored and processed in any country where Linguamaster, its affiliates and subsidiaries maintain offices.

The company may transfer personal data to vendors for storage and processing, and such vendors undertake not to share this information for own purposes or provide it to third parties.

Personal data may be transferred to third parties through the forms of the Website with scripts of third-party organisations.

The Linguamaster Website may contain links to third-party websites; however, this Privacy Policy apply only to this Linguamaster Website, and the company is not responsible for such third-party websites, their content and privacy policies that govern them.

Linguamaster may transfer and use non-personal information provided by the User for marketing, advertising and other purposes.

4. Information Security

Linguamaster implements security procedures when collecting, storing and processing personal data to protect it from unauthorized access, loss, modification, disclosure or destruction.

Therefore, the company regularly reviews and enhances its Privacy Policy and Security Policy. All data and materials provided by the User are transferred through protected networks and may be accessed only by authorized persons.

Linguamaster strives to protect personal data and ensure that information of its Users is treated securely and in accordance with this Privacy Policy. However, the company cannot guarantee security of any information transmitted to the Website, so You use the Website and services at Your own risk.

5. User's Data

Users provide personal data to the Website on a voluntary basis. If the User decides not to provide the required data, Linguamaster does not guarantee that services will be performed in full. The company also does not guarantee provision of quality services in case of incorrect information submitted.

6. Retention Policy

Linguamaster stores User's personal data as long as it needed to provide services. The company reserves the right to store User's data which are required to comply with its legal obligations, archival purposes, resolve disputes, and enforce its agreements.

7. Trans-Border Transfer of Personal Data

The company has the right to transfer User's personal data and Materials to its affiliates, subsidiaries and vendors located and operating abroad to provide services. At the same time, Linguamaster warrants to take all necessary measures to protect User's information.

8. Contact Details

Linguamaster adheres to provisions of law and respects the right of the Users and others to privacy and good name. If you believe that content on the Website offends You in any way, please contact us and we will try to handle Your request as soon as possible.