

PERSONAL DATA & PRIVACY POLICY

Personal Data and Privacy Policy

This document was prepared on 01.08.2024 to inform our customers and users due to a legal obligation. It was publicly shared on 20.08.2024, via www.kuzeykaa.com and social media accounts. This report explains what data we collect when you visit **www.kuzeykaa.com** and use our content, how and for what purposes we process this data, and how we store it. Your rights in case your personal data is processed are also covered in this report. By visiting www.kuzeykaa.com and using our content, you are deemed to have accepted the data protection and privacy policies.

Your Rights Regarding Personal Data

Privacy is one of the major rights within **Kuzeykaa's Code of Ethics.** Your rights have been protected by legal regulations and company policies. Our business will respond to the following requests of relevant persons:

- To find out whether your personal data is being processed and which of your data is being processed
- To obtain information about the purposes of processing activities
- To know the third parties to whom the business transfers your personal data
- To request correction in case your personal data is processed incompletely or incorrectly
- To request the deletion or destruction of your personal data
- To request notification of third parties to whom personal data has been transferred, regarding the corrections, deletions or destructions requested
- To object to the emergence of a result against you by analyzing the processed data exclusively through automated systems
- To request a copy of your personal data

Why Do We Collect This Data and For What Purposes?

We place great importance on your privacy due to both **legal obligations and our Kuzeykaa's Code of Ethics.** As part of our business processes, we would like to emphasize that we need the information listed above. We collect this data to ensure that you can benefit from our company's products, services, or content, to inform you about our products, services, and content, to inform you about periodic updates, campaigns, new products and services with your consent, to record your comments, suggestions, complaints and keep them under record, to provide better service quality and to use it to determine our commercial and strategic plans. We collect your personal data verbally, in writing, or electronically through the website, social media channels, mobile applications, and similar methods

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Through our telephone numbers, written communication channels, social media pages, mobile communication channels and/or any other means not limited to these, we may obtain your personal and/or special category personal data with your consent. This data may be partially or fully obtained, recorded, stored, archived, retained, updated, periodically checked, re-arranged, classified and processed within the scope necessary for the purposes of processing and for the duration allowed by laws or required by our service. It may also be shared and/or transferred with third parties, legal entities and/or public institutions and organizations with which our business operates and/or third real/legal persons residing in the **United States and globally**, with whom we collaborate or to whom we are legally obliged to transfer data. Such data may also be transferred globally to any location within or outside the United States.

After your personal data is processed for a specific purpose, the resulting tables, graphics, presentations, and similar studies may be shared on various channels, especially on the official Instagram accounts associated with @kuzeykaa @kuzeykonakzade and our business website.

How Do We Store This Data? What Are Our Security Measures?

Once your personal data is collected and processed, the resulting tables, graphics, presentations, and similar written, visual, and audio works are stored, including invoices, receipts, shipping codes, and official documents. These are stored securely online in cloud applications and storage solutions protected by cybersecurity programs, in the website archive, and in a special locked safe belonging to **Kuzeykaa in PDF document format.**

Only our Business Management Team, has access to personal data and files stored in cloud storage applications, the website record archive, and the special company safe. No document can be taken out, shared, replaced, deleted, destroyed, archived or otherwise handled without the written approval of the Business Management Team.

- We always keep identity verification and two-factor authentication options active in all our applications for security reasons.
- We limit access to this information to persons authorized by KAA ID Cards. We have Privacy and Security agreements to protect our business information and personal data.
- During a crisis, we use software that automatically backs up the contents of documents and data to secondary backup accounts in cloud applications, transfers them, and automatically deletes documents on the system.

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Which Data Do We Collect and From Where?

From the moment you visit www.kuzeykaa.com, your data is automatically collected and recorded by the system. The data we collect includes the following:

- · Date and Time
- Visitor Type
- Site Member
- Traffic Category
- Traffic Source
- Traffic Source URL
- UTM Campaign Source
- UTM Campaign Medium
- UTM Campaign Name
- UTM Campaign Content
- UTM Campaign Keywords
- Multi-Channel Campaign
- Page Path
- Page URL
- Country
- Region
- City
- Postal Code
- Device Type
- Browser
- Browser Version
- Operating System
- IP Address
- First Page Viewed
- · Last Page Viewed
- · Next Page Viewed
- Previous Page Viewed
- Page Views
- Site Sessions
- Unique Visitor
- Bounce Rate
- Average Session Duration
- · Average Time on Page
- Average Pages per Session

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If You Use the Subscription Box:

• Email

If You Use the Member Registration and Login Page or KAAmoney Card Services:

- First Name
- Last Name
- Email
- · Date of Birth
- Password
- Message Content

If You Use the Kuzeykaa Chat Feature:

Message Content

If You Make a Purchase:

- Phone Number
- Email Address
- Address Information
- First Name Last Name
- Phone Number
- Country Region City Address Postal Code
- Company Name (optional)
- Promotion Code (optional)
- KAAmoney Card (optional)
- Note Content (optional)

If You Purchase One of Kuzeykaa Consultancy Services:

- We collect certain personal and social life information, as well as details about your appearance, with your consent, in order to fulfill the services we promise.
- This information is collected to better understand you and to provide maximum efficiency from our services and is not shared with any third parties under any circumstances

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Important Points You Should Know:

IMPORTANT: No one, including third parties and employees with system access, can fully view your card information. Due to legal requirements and security reasons, only the "cardholder's name and the last four digits of the card number" are visible. No other information can be accessed. Regardless of the payment method you use for purchases made on www.kuzeykaa.com, all your information is secured with a 256-bit SSL Certificate.

IMPORTANT: Please note that there are redirect links to other websites and applications on www.kuzeykaa.com. If you use these links and are redirected to another site or application, the cookies, privacy, and personal data policies of that site will apply. Our company only assumes responsibility for actions taken on www.kuzeykaa.com and the personal data collected when using the site. **We do not accept responsibility for third party sites or applications.**

IMPORTANT: Except for Kuzeykaa Chat, conversations conducted via third-party applications like WhatsApp, Instagram, and Email are recorded for **2 years** in accordance with quality standards and legal obligations. Notes recorded during online or face-to-face consultations with Kuzeykaa's department are also kept on file for **3 years**. These records serve as a reference for our company's work, campaigns, discount periods and the promotion of new products or services. **After the specified periods, all notes and recorded documents are securely destroyed** except for official documents.

You have now learned in detail what data we collect, for what purposes, and how we protect it through this document. Please be reminded that in the event of legal obligations and disputes, the laws of the **United States**, will apply.

Kuzey Konakzade Fashion House and Jewellery Boutique

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