

This Policy applies to May 25, 2018

mylejs AB Privacy Policy

As a landlord and broker, we want to process personal information about you. We want to do this partly in order to fulfill our obligations in relation to you under the lease, and partly to enable you to exercise your rights as a tenant or customer.

We may also need to process personal data about you collected during the time you are a tenant of us, for example, disturbance of the accommodation, other forms of abuse or negligence or late payment of rent, disclosing personal data to cleaning companies, authorities or other agencies that concern the rental.

The purpose and applicability of the policy.

This policy aims to inform you

- how mylejs AB (in the future "mylejs") processes personal information about you.
- When mylejs processes personal information about you.
- What personal information does mylejs treat about you and for what purposes?
- What rights you have as registered.

The policy is applicable when you visit mylejs website www.mylejs.se, when you contact mylejs and when you are included or complete agreements with mylejs.

Why do we process personal information about you?

mylejs processes personal information that is necessary to:

- Check your identity - Answer incoming questions or requests.
- Enter as well as complete agreement.
- Provide invoices and other order documents.
- Offer existing or new services.
- Offer you service on site as well as during and after registration and / or purchase.

What types of personal data do we treat?

In order for the above purposes to be achieved, we need to process data on:

- Name
- Address
- Organization number and / or social security number.
- VAT registration number.
- Billing Address
- First and last name of the private person and / or the company's contact person.
- ID documents.
- Employment certificates, employment contracts, study certificates and / or other income-based evidence.
- E-mail address of the private and / or company's contact person.
- Telephone number of company contact person.
- Any collateral (eg mortgage or deposit)
- Possible presence of trustee or good man
- Possible occurrence of autogiro or e-invoice
- The rental object

Time of relocation and cause When you visit myplejs website, myplejs can only identify your IP address, from where the call to the site is made. Despite this task, you remain anonymous if you do not choose to provide information that identifies you, for example, by sending an email to myplejs.

Based on what legal grounds do we treat personal data about you?

myplejs processes personal information about you in order to fulfil or conclude an agreement with you. This means that we only process personal information about you for the purposes expressly mentioned in this policy. Your personal information is a contractual requirement that is necessary for us to provide you with our services. Therefore, without the requested information, it is not possible for us to provide our services to you.

How long do we process your personal information?

The starting point is that we process your personal information only for as long as necessary to complete or conclude an agreement with you. Once the agreement is completed or completed, we will process your personal data for another two years from the completion of the assignment / completion. This is because the information may be required to determine, enforce or defend legal claims. Personal data that you provide to us and which is not necessary to achieve the purposes for which we process your information are deleted promptly, provided that we have not obtained your explicit consent for continued processing. Personal data required for billing purposes and for compliance with the requirements of the Accounting Act, the VAT Act and other mandatory legislation shall be retained for a period of at least ten years.

When do we leave your information?

We do not donate, sell, pledge or rent your personal information to third parties. Nor do we transfer your data to third countries. We may, in specific cases, disclose your information if it is necessary to monitor, determine or enforce legal claims. This may happen, for example, if there is reason to believe that the information is necessary to identify, contact or prosecute anyone who may have infringed the Site and / or violated our terms of service or otherwise infringed or infringe on myplejs rights or property. The disclosure of your information may also take place if required by law or if it is necessary for myplejs to comply with its statutory or contractual obligations. myplejs is a matter of protecting your personal information. The security measures we have taken have been based on the technical possibilities available, the cost of the actions, the risks, and the sensitivity of the processed data. Our starting point is to process as few personal data as possible about you. Insofar as multiple types of personal data can fill the same function, we only deal with the least integrity-sensitive task. Therefore, we do not treat specific categories of personal data ("sensitive personal data") about you unless your explicit consent has been obtained. myplejs has taken security measures to protect your personal data from unauthorized access or other forms of unauthorized use. Among other things, we have introduced authorization management and storage minimization procedures. Your rights Under the Data Protection Ordinance, you have as registered several rights. You may at any time contact myplejs to exercise your rights. You can do this by contacting us at kundtjanst@myplejs.se. myplejs may take protective and security measures to ensure that you are the one you represent to be. If you cannot show your identity credibly myplejs may fail to meet your request. Below you can read about the rights you have under the Data Protection Ordinance and what the rights mean. myplejs may choose to charge a reasonable fee covering the administrative costs of providing the information or taking the requested action or refusing to respond to the request. However, this applies only to requests that are manifestly unfounded or unreasonable. You are entitled to request access to the personal data we are processing about you.