

Privacy Policy for Gortz Tech OÜ

Effective Date: 2024-11-24

Gortz Tech OÜ ("we," "our," or "us") values your privacy and is committed to protecting your personal data. This Privacy Policy explains how we collect, use, and share information about you when you use our website, including Google Analytics and inquiry forms.

1. Information We Collect

We collect personal information you provide directly to us and data gathered automatically through your interaction with our website.

a. Information You Provide

When you fill out our inquiry form, we collect:

- **Name:** To address you in communications.
- **Email Address:** To send you a copy of your inquiry and respond to your request.
- **Budget:** To understand your project requirements.
- **Requirement Details:** To provide relevant assistance or services.

b. Information Collected Automatically

When you interact with our website, we collect:

- **Device Information:** IP address, browser type, and operating system.
- **Usage Data:** Pages visited, time spent on the site, and interactions.

This data is collected using **Google Analytics**, which uses cookies to analyze website performance and improve user experience.

2. How We Use Your Information

We use the collected information for the following purposes:

- **Inquiry Responses:** To respond to your inquiries and provide requested information or services.
- **Communication:** To send a confirmation email with a copy of your inquiry.
- **Website Improvement:** To analyze website usage patterns and improve functionality and user experience using Google Analytics.

3. Legal Basis for Processing

We process your personal data based on the following legal grounds:

- **Consent:** When you submit your information via our inquiry form, you consent to us processing it for the stated purposes.
- **Legitimate Interest:** For website analytics and improving our services.

4. Data Sharing

We do not sell, rent, or share your personal data with third parties except:

- **Service Providers:** We use Google Analytics to collect and process usage data. Google may store this data on its servers. See [Google's Privacy Policy](#) for more information.
- **Legal Compliance:** If required by law or to protect our rights.

5. Cookies and Tracking Technologies

We use cookies to:

- Enhance website functionality.
- Collect usage statistics via Google Analytics.

Cookie Options: You can manage cookies through your browser settings or use tools to opt out of Google Analytics tracking (e.g., [Google Analytics Opt-Out Add-on](#)).

6. Data Retention

We retain your personal data:

- **Inquiry Data:** For up to 12 months to address follow-ups and maintain records.
- **Google Analytics Data:** For the duration specified in Google Analytics settings, typically 26 months.

7. Your Rights

Under applicable data protection laws (e.g., GDPR), you have the following rights:

- **Access:** Request a copy of your personal data.
- **Rectification:** Correct inaccuracies in your data.
- **Erasure:** Request deletion of your personal data (subject to legal obligations).
- **Objection:** Object to certain types of data processing.
- **Data Portability:** Receive your data in a structured format.

To exercise these rights, contact us at privacy@gortztech.com.

8. Data Security

We implement appropriate technical and organizational measures to protect your personal data from unauthorized access, disclosure, or loss.

9. Third-Party Links

Our website may include links to third-party websites. We are not responsible for their privacy practices. Please review their privacy policies.

10. Changes to This Policy

We may update this Privacy Policy from time to time. Changes will be posted on this page with a revised effective date.

11. Contact Us

If you have questions about this Privacy Policy or your personal data, please contact us:

- **Company Name:** Gortz Tech OÜ
- **Email:** privacy@gortztech.com