

## Privacy policy

### of the website

This Privacy Policy for personal data (hereinafter referred to as the Privacy Policy) is an integral part of the Public Offer posted on the website on the Internet at: <https://horizont24.com/> (specify the domain name) (hereinafter referred to as the Site).

The use of the services of the Site means the User's unconditional consent to this Policy and the conditions for processing his personal information specified therein; in case of disagreement with these conditions, the User must refrain from using the services.

### 1. GENERAL PROVISIONS

1.1. Within the framework of this Policy, the User's personal information means:

1.1.1. Personal information that the User provides about himself/herself when registering (creating an account) or in the process of using the Services, including the User's personal data. The information required for the provision of the Services is marked in a special way.

1.1.2. Data that is automatically transmitted to the services of the Site in the course of their use using the software installed on the User's device, including the IP address, cookie data, information about the User's browser (or other program that accesses the services), technical characteristics of the equipment and software used by the User, date and time of access to the services, addresses of the requested pages and other similar information.

1.1.3. This Privacy Policy applies only to the Site <https://horizont24.com/>. The Site <https://horizont24.com/> does not control and is not responsible for third-party sites to which the User can click on the links available on the Site <https://horizont24.com/>.

### 2. PURPOSES OF PROCESSING PERSONAL INFORMATION OF USERS

2.1. The site collects and stores only the personal information that is necessary for the provision of services or the execution of agreements and contracts with the User, except in cases where the law provides for the mandatory storage of personal information for a period specified by law.

In case of receipt of a notification from the User about the withdrawal of consent to the processing of personal data, the Site stops processing the

User's personal data within a period not exceeding 10 working days from the date of receipt.

Notification of withdrawal of consent to the processing of personal data is sent to the e-mail address: st.asylum@bk.ru as well as by.

2.2. The Site processes the User's personal information for the following purposes:

2.2.1. Identification of the User registered on the Site for the provision of services.

2.2.2. Providing the User with access to personalized resources of the Site.

2.2.3. Establishing feedback with the User, including sending notifications, requests regarding the use of the Site, the provision of services, processing requests and applications from the User.

2.2.4. Determining the location of the User to ensure security, prevent fraud.

2.2.5. Confirmation of the accuracy and completeness of personal data provided by the User.

### 3. CONDITIONS FOR PROCESSING PERSONAL INFORMATION OF USERS AND ITS TRANSFER TO THIRD PARTIES

3.1. The site stores personal information of Users in accordance with the internal regulations of specific services.

3.2. With regard to the User's personal information, its confidentiality is maintained, except in cases where the User voluntarily provides information about himself for general access to an unlimited number of persons.

3.3. The site has the right to transfer the User's personal information to third parties in the following cases:

3.3.1. The user has agreed to such actions.

3.3.2. The transfer is necessary for the User to use a certain service or to fulfill a certain agreement or contract with the User.

3.3.4. The transfer is provided for by Russian or other applicable legislation within the framework of the procedure established by law.

3.3.5. In the event of the sale of the Site, all obligations to comply with the terms of this Policy in relation to the personal information received by him are transferred to the acquirer.

3.4. The processing of the User's personal data is carried out without any time limit in the following ways: collection, recording, systematization, accumulation, storage, clarification (update, change), extraction, use, transfer (distribution, provision, access), depersonalization, blocking, deletion, destruction of personal data, including in personal data information systems using automation tools or without using such tools. Processing personal data of Users is carried out in accordance with Federal Law No. 152-FZ of 27.07.2006 "On Personal Data" <1>.

3.5. In case of loss or disclosure of personal data, the Site Administration informs the User about the loss or disclosure of personal data.

3.6. The Site Administration takes the necessary organizational and technical measures to protect the User's personal information from unauthorized or accidental access, destruction, modification, blocking, copying, distribution, as well as from other illegal actions of third parties.

3.7. The Site Administration, together with the User, takes all necessary measures to prevent losses or other negative consequences caused by the loss or disclosure of the User's personal data.

#### 4. OBLIGATIONS OF THE PARTIES

4.1. The User is obliged to:

4.1.1. Provide information about personal data necessary to use the Site.

4.1.2. Update, supplement the provided information about personal data in case of changes in this information.

4.2. The Site Administration is obliged to:

4.2.1. Use the information received solely for the purposes specified in this Privacy Policy.

4.2.2. Ensure that confidential information is kept secret, not disclosed without the prior written permission of the User, and also not to sell, exchange, publish or disclose in other possible ways the transferred personal data of the User, except as provided for in this Privacy Policy.

4.2.3. To ensure the protection of the User's personal data during their processing, the following legal, organizational and technical measures have

been taken against unauthorized, unauthorized or accidental access to personal data, destruction, modification, blocking, copying, provision, distribution of personal data, as well as from other illegal actions in relation to personal data.

4.2.4. To block personal data related to the relevant User from the moment of the request or request of the User or his legal representative or the authorized body for the protection of the rights of subjects of personal data for the period of verification in case of revealing inaccurate personal data or illegal actions.

## 5. RESPONSIBILITY OF THE PARTIES

5.1. The Site Administration, which has not fulfilled its obligations, is liable for losses incurred by the User in connection with the misuse of personal data, in accordance with the legislation of the Russian Federation.

5.2. In case of loss or disclosure of confidential information, the Site Administration is not responsible if this confidential information:

5.2.1. Became public domain before its loss or disclosure.

5.2.2. It was received from a third party before it was received by the Site Administration.

5.2.3. Was disclosed with the consent of the User.

## 6. DISPUTE RESOLUTION

6.1. Before going to court with a claim for disputes arising from the relationship between the Site User and the Site Administration, it is mandatory to submit a claim (a written proposal for a voluntary settlement of the dispute).

6.2. The recipient of the claim within 10 calendar days from the date of receipt of the claim shall notify the claimant in writing of the results of the consideration of the claim.

6.3. If an agreement is not reached, the dispute will be referred to the court in accordance with the current legislation of the Russian Federation.

6.4. The current legislation of the Russian Federation applies to this Privacy Policy and the relationship between the User and the Site Administration.

## 7. ADDITIONAL CONDITIONS

7.1. The Site Administration has the right to make changes to this Privacy Policy without the consent of the User.

7.2. The new Privacy Policy comes into force from the moment it is posted on the Site, unless otherwise provided by the new version of the Privacy Policy. 7.3. Any suggestions or questions about this Privacy Policy should be reported to [st.asylum@bk.ru](mailto:st.asylum@bk.ru).

7.4. The current Privacy Policy is posted on the page at: <https://horizont24.com/>.

7.5. This Privacy Policy is an integral part of the Public Offer and the Agreement on the use of the Site, posted on the page at: <https://horizont24.com/>.