

**TFWA respects your privacy when collecting and processing your personal data. This Privacy Policy describes the principles applied by TFWA when collecting your personal data in connection with the use of its services (“Services”), the way they are processed, and your rights concerning the processing of your personal data.**

**The processing of your personal data is conducted by TAX FREE WORLD ASSOCIATION, Association located at 23 Rue de Berri, 75008 PARIS.**

## 1. What is a “personal data”?

The data are qualified as “personal” when they identify, directly or indirectly, a data subject. For example, a person is directly identified when his name and surname appear in a file, a structured set of data. Similarly, an individual may be identifiable when a file contains information that indirectly enables his identification (e.g. registration number, telephone number, photograph, etc.).

This kind of information must be processed and stored in accordance with the legal and regulatory provisions concerning the protection of personal data (Regulation (EU) 2016/679 on the protection of personal data or GDPR).

**When registering and participating in TFWA events, you may have to provide the following information:**

**When using the websites**  
**<https://www.tfw.com/>;**  
**<http://www.tfwacare.com/>;**  
**<http://www.tfwexhibitiondirectory.com/>**  
**and the TFWA App**

- Your professional email address,
- Your password,
- Your messages of contact,
- Your IP address,
- Your geolocation data,
- Information about the device you are using, such as, your device settings, the type and language of your browser, the date and time of your request, and the originating URL.

- The way you used the service, such as your search queries, but also events such as crashes, system activity, etc.

### When registering for TFWA events

- Your name and surname,
- Your professional phone numbers,
- Your professional email address,
- The name of your company,
- Your function within this company,
- Payment information for TFWA events participation fees.

Required information are marked with an asterisk on the forms. The additional information is optional and can be used to improve the monitoring and TFWA services.

These data may be collected directly from you through our online and paper forms or indirectly when provided through one of your employees or a third party. If your information is inaccurate, you have the possibility to ask for its modification (see point 7).

## 2. Processing Purposes

TFWA processes your information for the following purposes:

- The registration of exhibitors and visitors for the events organized by TFWA or its partners;
- The registration of exhibitors and visitors on the Exhibition Directory platform;
- The management of your online accounts for the websites <https://www.tfw.com/> <http://www.tfwexhibitiondirectory.com/> and the TFWA App;
- The management of sponsorship requests for the events organized by TFWA or its partners;
- The registration and organization of the One2One Business Meetings;
- Payment management online and on form for participation in TFWA events;
- The management of unpaid bills and litigation.

The legal basis for the respective processing of your personal data is the fulfillment of

our Terms and Conditions or our Rules & Regulations pursuant to Article 6 (1) b) GDPR. The provision of the data for these purposes determines the conclusion of the service contracts.

- Edition of the Conference Delegate Directory (print and online versions) ;
- The deposit of *cookies* for the realization of statistics dedicated to the improvement of your experience on the website or to allow the sharing of our contents on social networks.
- The implementation of a geolocation device on our application to locate you on TFWA event sites.
- The sending of “push” notification on our application.

The legal basis for the respective processing of your personal data is your consent pursuant to Article 6 (1) a) GDPR. You may withdraw your consent at any time.

- Emailing of news and commercial information on the basis of the legitimate interest to promote events organized by TFWA or its partners;
- The management of social networks to promote events organized by TFWA or its partners;
- The realization of statistics for management and improvement of our Services.

The legal basis for the respective processing of your personal data is our legitimate interests in improving our Services pursuant to Article 6 (1) f) GDPR.

- Management of requests for the exercise of your rights;
- The transmission of information at the request of competent authorities or courts of law.

The legal basis for the respective processing is our obligation to comply with legal obligations pursuant to Article 6 (1) c) GDPR.

## 3. Mobile application

TFWA develops an application available for mobile devices and a version of its website suitable for smartphones and tablets.

By these means, TFWA may collect personal data, including, with your consent, geolocation data during your participation in TFWA events. This device is only used for tracking purposes on the exhibition site and your data will not be transmitted to commercial partners.

The forms on our application meet the same collection and security conditions as those on our website.

With your consent, you may also receive “push” notifications on your mobile device in order to be informed of our latest ads. If you want to disable them, please refer to your mobile device’s instructions for setting up notification and managing your data sharing.

#### 4. Categories of recipients

The data that TFWA collects are intended for the realization of its Services and will be used for these purposes only.

##### TFWA may share your data with the following third parties:

- **Subcontractor for the realization of our events:** As part of its activity, TFWA may have to call upon subcontractors, to whom your information is transmitted for the accomplishment of their missions:

- Our technical subcontractors (hosting, computer supervision, etc.)
- Our marketing subcontractors (prospecting operations, etc.)

TFWA remains responsible for the processing carried out by its service providers and ensures the compliance of the use of your information and the security standards used to protect them.

- **Payment providers and (other) financial institutions:** To fulfill the payment of your participation at the events, TFWA uses the HSBC.net payment platform to offer a secure payment service. Fraud processing regarding your banking information may be performed by this payment provider.

- **Social networks:** TFWA may use social networks to promote its services and to communicate with its members or with the various participants in TFWA events.

- **Legal authorities:** TFWA may transmit your personal data with other third parties only if it is required to do so based on legal grounds (e.g. to courts or criminal prosecution authorities),

if you have consented to the respective sharing or if the sharing is otherwise lawful under applicable law.

TFWA may also be required to disclose more personal data to the appropriate authorities to defend its rights, or the rights and facilities of its business partners.

#### 5. Storage period

Your personal data will be retained as long as necessary to provide you with the Services.

The personal data necessary to comply with a legal obligation are kept in accordance with the provisions in force (but not exclusively those provided by the French Commercial Code, the French Civil Code and the French Consumer Code).

When it no longer needs to use your personal data to comply with contractual or statutory obligations, TFWA will remove it from its systems and records and/or take steps to properly anonymize it so that you can no longer be identified from it.

#### 6. Data transfers outside European Economic Area

TFWA and/or certain recipients of your personal data listed above may be located outside the European Economic Area (in the following countries: Republic of Singapore, United Arab Emirates, Republic of China, United States of America).

In such cases, TFWA ensures that the transfer is carried out in accordance with the applicable regulations and that it guarantees an adequate level of protection of the privacy and fundamental rights of individuals (including through the signature of standard contractual clauses of the European Commission). For more information : [https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries_en)

Companies located in the United States of America with which TFWA processes are subject to certification (Privacy Shield). For more information: <https://www.privacyshield.gov/>

When you use some of the Services, data may also be transmitted to other participants located outside the European Economic Area (i.e. in the following countries: Republic of

Singapore, United Arab Emirates, People’s Republic of China).

In accordance with article 49 GDPR, these data transfers are necessary for the performance of a contract between the participants and TFWA. In other cases, TFWA undertakes to request your consent for the realization of these data transfers outside the European Economic Area.

Your personal data may be processed by participant located in countries that are not recognized as offering an adequate level of protection of personal data in accordance with Regulation (EU) 2016/679. TFWA carries out its processing in order to reinforce the control of the participants on the diffusion of their data to the other professionals present during the TFWA events. However, there is a risk that your data will be reused by people, located outside the EU, having accessed your information through the communications tools set up during the event (business card, transmission to non-participating third parties, etc.).

#### 7. Your rights

In accordance with the Regulation (EU) 2016/679 on the protection of personal data, you have the right of access, right of rectification, right to erase, right to restriction of processing, right to data portability and right to object to the processing of data concerning you.

These rights can be exercised via the following address:

- e-mail address: [dpo@tfwa.com](mailto:dpo@tfwa.com).

- Postal address:  
23-25 Rue de Berri, 75008 Paris

TFWA has a Data Protection Officer who can be contacted at this address.

You can lodge a complaint with your supervisory authority.

#### 8. Changes to the Privacy Policy

To improve its Services, TFWA may require amendments to this Privacy Policy – e.g. by the implementation of new technologies or the introduction of new services. TFWA reserves the right to change or supplement this Privacy Policy at any time. In this case, TFWA will inform you of any changes to the processing purposes and will ask for your consent when it is required.