

PROCESSING OF YOUR PERSONAL DATA INFORMATION NOTE

Dear Sir or Madam,

We present you through this document the information relating to the processing of your personal data by Antaé Sàrl and the rights you benefit from*.

Concerned about the protection of your data, we have appointed a Data Protection Officer, whom you can contact to exercise your rights.

* articles 13 and 14 of the Data Protection Regulation (EU) n°2016/679 of 27 April 2016

POUR EXERCER VOS DROITS

Adresse

**Grand-Rue 40
1820 Montreux**

E-mail

contact@scorestudies.ch

UNDERSTAND EVERYTHING ABOUT THE PROCESSING OF YOUR DATA IN 4 KEY POINTS

WHAT IS THE PURPOSE OF YOUR DATA?

At various stages of your contract, we collect your data from you or through your insurance broker, or your company.

AT SUBSCRIPTION AND DURING THE CONTRACT:

> **To analyze your insurance needs**, when you ask for a quote or wish to take out an insurance policy and thus provide you with the best answer.

> **To proceed to the management and the good execution of your contract**, such as drawing up an estimate, calculating and collecting your contributions, managing your claims, dealing with possible claims.

THROUGHOUT OUR RELATIONSHIP :

> **To offer you products and services that meet your requirements.**

In our common interest, we continuously measure and improve the quality of our services. To this end, your letters, e-mails and telephone exchanges may be recorded and analysed.

The same applies to our products, so that we can improve them and build new ones and offer them to you at the fairest rates. To this end, we use your data for statistical and actuarial purposes.

> **To enable us to fight insurance fraud.**

It is in our interest that fraud attempts can be detected in order to avoid unjustified claims. This makes it possible to maintain contributions appropriate to the risks and to take legal action if necessary.



WHO ACCESSES YOUR DATA ?

> We, **Antaé Sàrl, Grand Rue 40, 1820 Montreux**, collect and process your data for the purposes and in the manner described in this document. Within our services, only those persons who need to know your data in order to carry out their tasks have access to it.

> Depending on the purpose, we pass on your data to the following bodies:

- Insurers solicited to study your needs, underwrite and manage your contract, fight against fraud, improve our products, etc...
- The mediator seized and the authorities legally authorized to deal with your complaints.
- Our service providers involved in the processing of your data, within the strict framework of their missions.

WHERE IS YOUR DATA?

Your data will be processed by us and by our service providers in Switzerland.

HOW LONG IS YOUR DATA USED ?

Your data is used during:

- The duration of your contract for its proper management, as well as for the duration of your claims, then are kept within the legal limitation periods.
- 3 years in case of quotation.
- 5 years for insurance fraud and 5 years for the fight against money laundering and the financing of terrorism.

WHAT ARE YOUR RIGHTS ?

> You can access and dispose of your data.

In accordance with the provisions of Regulation (EU) No 2016/679 of 27 April 2016 on data protection, you have the right to access, rectify, erase (inaccurate, incomplete, ambiguous, outdated or whose processing would be unlawful), oppose, the limitation of the processing (in the cases provided for by law) and the portability (in the cases provided for by law) of the data concerning you, as well as the right to set guidelines for the storage, deletion and communication of such data after your death.

You can use these rights by contacting our Data Protection Officer (contact details on page 1). Please remember to attach a photocopy of your identity document (both sides) to your request.

