

# Privacy Policy

This Privacy Policy (hereinafter referred to as Policy) applies to all information about the user that Postmypost Service can obtain during Service use of Postmypost software package, located on the website <https://postmypost.io>.

Use of the Service means unconditional consent of the User with the current Policy and the terms for processing of his personal information. In case of disagreement with these terms, the user must refrain from using the Service.

## **1. User's personal information received and processed by Postmypost**

1.1. For the purposes of this Policy, "User's personal information" includes the following:

1.1.1. Personal information about the User provided by the User directly upon registration (creation of the account) and during Service use, including User's personal data. User's personal data includes full name and email address. Other information is provided by the User at his discretion.

1.1.2. Data that is transferred automatically to the Service during its use through the software installed on the User's device, including the IP address and cookies.

1.2. This Policy applies only to the Postmypost Service and does neither control nor accept any responsibility associated with third-party sites to which the User may be redirected using the links available on the Postmypost Website, including search results. Other personal information of the User can be collected and requested, and other actions may be performed by the User on these websites.

## **2. Purpose of collecting and processing of User's personal and non-personal information**

2.1. Postmypost collects and stores only personal data necessary for the provision of services (execution of agreements and contracts with the user).

2.2. User's personal information can be used by Postmypost for the following purposes:

2.2.1. Identification of the party under agreements and contracts with Postmypost;

2.2.2. Providing the User with personalized services;

2.2.3. Communication with the User, including sending notifications, inquiries, and information regarding Service use, provision of services, as well as processing of User's requests;

2.2.4. Improvement of Service quality and ease of use; development of new functions and services;

2.2.5. Creation of posts in various social networks on behalf of the User. Postmypost uses data provided by the User for creating posts on social networks.

2.2.6. Carrying out statistical and other studies based on impersonal data.

## **3. Conditions for processing of User's personal information and its transfer to third parties**

3.1. The User's personal information is stored confidentially, except for cases of voluntary provision of personal information by the User for general access to an unlimited number of persons.

3.2. Postmypost has the right to transfer the User's personal information to third persons in the following cases:

3.2.1. The user has expressed his consent to these actions;

3.2.2. The transfer is necessary as part of the Postmypost Service use, namely creation of posts on social networks by the User;

3.2.3. To detect, prevent, and resolve issues related to fraud, security considerations, and technical aspects;

3.2.4. To respond to User's requests;

3.2.5. The transfer is provided by Russian or other applicable legislation as part of the procedure established by law.

#### **4. Change of User's personal information by the User**

4.1 The User can change (update, supplement) the personal information provided by him fully or partially any time using the function of personal data editing in the Service section Personal Account.

4.2. The User can also delete the personal information provided by him for a specific account any time by removing his accounts from the service.

#### **5. Feedback. Questions and suggestions**

Any suggestions and questions regarding the Policy should be sent to Postmypost customer support team via: [support@postmypost.ru](mailto:support@postmypost.ru)

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