

Pyjama Films Privacy Policy

Pyjama Films is a Limited Company based in Turku, Finland. This Privacy Policy will explain how our organization uses the personal data we connect from you when you use our website or submit your personal data through one of our forms.

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1 What data do we collect?

Pyjama Films collects the following personal identification information:

- Name
- Email address
- Phone number
- Geographical location
- Work and education history

2. How do we collect your data?

You directly provide Pyjama Films with most of the data we collect. We collect data and process it when you:

- Submit an inquiry or a request for quote through our contact form at <u>www.pyjama.fi/yhteys</u> or <u>www.pyjama.fi/en/contact</u>
- Submit a job application through a form listed at www.pyjama.fi/en/jobs
- Submit personal data to us via email to apply for a job or internship, make an
 inquiry about a product, service or collaboration project, or place an order for a
 product or service
- Submit personal data to us through social media such as LinkedIn, Facebook or Instagram

3. How will we use your data?

Pyjama Films collects your data so that we can:

- Process your order or manage your account
- Email you with news of our company's products and services we think you might like
- Screen job applicants to find the most suitable candidates for open positions and freelance opportunities at the company, and otherwise manage and facilitate recruiting

Pyjama Films may share your data with partner companies (co-producers, subcontractors, clients etc.) to facilitate collaboration and production work, but will acquire a separate permission from you to do so in advance.

4. How do we store your data?

All data collected by Pyjama Films is stored and processed inside the EU/EEA or a third country that is considered by the European commission to have an adequate level of protection.

By default, Pyjama Films will store your personal data for a maximum of four (4) years. Data provided as part of a job application may be relevant for future recruitment and for this purpose, Pyjama Films may store the data until it is no longer relevant for recruiting. If you wish to not have your personal data processed for this purpose, please contact privacy@pyjama.fi.

5. What are your data protection rights?

Pyjama Films would like to make sure you are fully aware of all your data protection rights. Every user is entitled to the following:

The right to access - You have the right to request Pyjama for copies of your personal data. We may charge you a small fee for this service.

The right to rectification - You have the right to request that Our Company correct any information you believe is inaccurate. You also have the right to request Pyjama to complete information you believe is incomplete.

The right to erasure - You have the right to request that Pyjama erase your personal data, under certain conditions.

The right to restrict processing - You have the right to request that Pyjama restric the processing of your personal data, under certain conditions.

The right to data portability - You have the right to request that Pyjama transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: privacy@pyjama.fi

6. Cookies

Pyjama Films only uses cookies on its website to improve the functionality of the website. We do not use cookies to collect information for advertising or marketing purposes.

You can always set your browser to not accept cookies, and the website will ask for your permission to use cookies when you access it.

7. Changes to our privacy policy

Pyjama Films keeps its privacy policy under regular review and places any updates on this file. This privacy policy was last updated on 1 September 2023.

8. How to contact us

If you have any questions about Pyjama Films' privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: privacy@pyjama.fi