

Privacy Policy – Friends in Business Algarve

Friends in Business Algarve ("we", "our", "us") respects your privacy and is committed to protecting your personal data. This policy explains how we collect, use, store, and safeguard your information when you interact with our network, events, and website.

1. Who We Are

Friends in Business Algarve is a business networking community based in the Algarve, Portugal. For any privacy-related questions, you can reach us at:

- Email: sandra@friendsinbusinessalgarve.com
 - Phone/WhatsApp: +351 913 056 564
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2. What Data We Collect

We may collect the following personal data:

- Name and surname
 - Email address
 - Phone number
 - Business name and VAT number (if applicable)
 - Payment details (when you join as a member or attend paid events)
 - Communication preferences
 - Event attendance history
 - Technical data such as IP address, browser type, and cookies when you visit our website
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3. How We Use Your Data

We use your personal data to:

- Manage your membership and event registrations
- Send you updates, newsletters, and event invitations (with your consent)
- Process payments and issue invoices

- Improve our services and website experience
 - Comply with legal and tax obligations
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4. Legal Basis

We process your data based on:

- Performance of a contract (your membership or event registration)
 - Your consent (for newsletters and marketing)
 - Legal obligations (tax, accounting)
 - Legitimate interests (to maintain and grow our community)
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5. Sharing Your Data

We do not sell your data. We may share it with:

- Service providers (payment processors, IT support, mailing tools)
- Accountants or legal advisors (where legally required)

All third parties are required to keep your data safe and GDPR-compliant.

6. Retention Period

We keep your personal data only as long as necessary:

- Membership records: as long as you are a member + 2 years
 - Payment/invoicing data: 10 years (as required by Portuguese tax law)
 - Marketing data: until you withdraw consent
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7. Your Rights

You have the right to:

- Access your personal data
- Correct or update your data
- Request deletion (“right to be forgotten”)
- Restrict processing

- Data portability
 - Withdraw consent for marketing at any time
 - Lodge a complaint with the Portuguese Data Protection Authority (CNPD)
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8. Cookies

Our website uses cookies to improve functionality and analyse traffic. You can manage cookies in your browser settings. A cookie banner will request your consent for non-essential cookies.

9. Data Security

We take appropriate technical and organisational measures to protect your data, including:

- SSL encryption
 - Restricted access to personal data
 - Regular backups and monitoring
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10. Updates

We may update this Privacy Policy from time to time. The latest version will always be published on our website.

Last updated: September 2025