

Transparency Regarding the Use of Your Personal Data

As part of our commitment to protecting your privacy, this statement is designed to provide you with information regarding how House Kringle (“we), may use — and process — the information you share when you use House Kringle website and each of its associated domains (together, the “Sites”). Information is also collected when you communicate with us or utilize our services which include job applications via Google Forms.

Your Personal Data We Use

Information you provide directly to House Kringle Job Applications collects personal information about you called Personal Data. Your Personal Data is collected when you fill in a form on Google forms or contact House Kringle in person. This includes information you provide when you apply for a job or use the contact us web page. Depending upon the specific application, the information you give us includes your specific data such as name, address and telephone number, e-mail address, employment history, as well as any information about you that is associated with or linked to, or could be linked to, any of the foregoing data.

We also collect more sensitive information about you, with your explicit consent, where the processing is necessary to meet a legal or governmental requirements. This sensitive information may include information about your health and/or background information including motor vehicle history.

Log, Cookie and Device Data

We do not collect log data, IP addresses nor do we use cookies.

How We Use Your Personal Data and the Lawful Basis for Such Processing

House Kringle processes your Personal Data for the following purposes and bases:

- Evaluating your eligibility for employment
- Assessing/appraising our process for evaluating applicants for employment
- House Kringle may also be required to disclose your Personal Data to authorities who can request this information by law that is binding.

In certain instances, House Kringle may be required to obtain your consent to collect and process your Personal Data for a specific purpose. This depends on

the specific category of data collected and the intended use of the data. In these instances, House Kringle will inform you of the specific category of Personal Data that will be collected and the intended purpose of the collection.

Recipients of Your Personal Data

House Kringle may share your Personal Data with the following recipients:

- **Service Providers**
Vendors that need access to your Personal Data in order to provide Human Resources Services. These services are provided by third-party vendors For example, background data is collected by [Yardstick](#).
- **House Kringle Partners**
When permitted by law, House Kringle may share Personal Data with, for example, other companies associated with House Kringle.
- **Public and Governmental Authorities**
Entities that regulate or have jurisdiction over House Kringle such as regulatory authorities, law enforcement, public bodies, and judicial bodies.

If your Personal Data is shared with a third party, House Kringle will require that the third party use appropriate measures to protect the confidentiality and security of your Personal Data.

We may also need to share your Personal Data as required to respond to lawful requests and legal process; to protect our rights and property and those of our agents, customers and others, including to enforce our agreements and policies; and in an emergency, to protect House Kringle and the safety of our employees, or any third party.

Security

House Kringle takes appropriate physical, administrative and technical measures to protect Personal Data that are consistent with applicable privacy and data security laws and regulations.

Retaining and Deleting Your Personal Data

House Kringle will only retain your Personal Data for the duration necessary for the data collection purposes identified above, unless there is a legal requirement to maintain it for a longer period.

Your Rights

You have a right to:

- **Access your Personal Data**, as well as information relating to the recipients of your Personal Data, the purposes of processing your Personal Data, the duration for which the Personal Data will be stored, and the source of Personal Data that has not been provided by you;
- **Rectify or correct inaccurate or incomplete Personal Data** concerning you, taking into account the purposes of the processing, and the right to have incomplete Personal Data completed;
- Have some or all of your **Personal Data erased** in certain circumstances;
- **Restrict the processing of your Personal Data** in certain circumstances;
- **Object** to the processing of Personal Data in certain circumstances;
- **Withdraw your consent to the processing of your Personal Data**, the withdrawal does not affect the lawfulness of processing based on your consent before its withdrawal.

House Kringle may be obligated to retain your Personal Data as required by U.S. federal or state law.

Questions and Complaints: House Kringle

If you have questions or concerns about our treatment of your Personal Data, or about our privacy practices more generally, please feel free to contact Human Resources at HouseKringle@gmail.com.

This statement is effective as of September 2022.