# **Privacy Policy**

Effective Date: 22nd July 2025

NovaPod ("we," "our," or "us") respects your privacy and is committed to protecting your personal data. This Privacy Policy explains how we collect, use, and protect your information when you visit our website (novapod.ai) or use our services, in compliance with the General Data Protection Regulation (GDPR).

By using our website, you consent to the practices described in this policy.

#### 1. Data We Collect

When you use the **Reserve Pod** form, we collect the following personal data:

- Identity Data: Name, company name
- Contact Data: Email address, phone number
- Reservation Data: Selected pod and packs, preferred dates, and any additional details you provide

We do not collect sensitive personal data (special category data) or financial information via our website.

## 2. Legal Basis for Processing (GDPR Article 6)

We process your personal data based on the following legal grounds:

- **Performance of a Contract**: To process your reservation request and provide our services.
- **Legitimate Interests**: To improve our services, communicate with you, and ensure website security.
- Compliance with Legal Obligations: When required by applicable laws.
- Consent: Where applicable (e.g., for optional marketing communications).

#### 3. How We Use Your Data

We use your personal data to:

- Process and manage your pod reservation
- Respond to your inquiries or requests
- Improve our website and services
- Comply with legal or regulatory requirements

We will not use your data for purposes incompatible with those described above without notifying you.

### 4. Data Sharing and Transfers

We do not sell or trade your personal information. We may share data only:

- With trusted service providers assisting us under strict confidentiality agreements
- When required by law or to protect legal rights
- With group companies or partners strictly for service delivery

If we transfer your data outside the European Economic Area (EEA), we ensure appropriate safeguards (e.g., Standard Contractual Clauses) are in place.

### 5. Cookies and Tracking Technologies

Our website uses cookies and similar technologies to:

- Improve user experience
- Analyze website traffic and usage patterns

You can manage cookie preferences through your browser settings. For details, see our [Cookie Policy].

### 6. Data Security

We take appropriate technical and organizational measures to secure your personal data against unauthorized access, loss, or misuse.

#### 7. Data Retention

We retain your personal data only as long as necessary to fulfill the purposes outlined in this policy, or as required by law.

### 8. Your GDPR Rights

As an EU resident, you have the right to:

- Access your personal data (Article 15)
- **Rectify** inaccurate or incomplete data (Article 16)
- Request erasure of your data ("right to be forgotten") (Article 17)
- **Restrict processing** of your data (Article 18)
- **Object** to processing (Article 21)
- Data portability (Article 20)
- Withdraw consent at any time, without affecting the lawfulness of processing based on consent before withdrawal

To exercise your rights, contact us at **support@avadhutatech.com**. You also have the right to lodge a complaint with your local data protection authority.

### 9. Children's Privacy

Our website and services are not intended for individuals under the age of 16. We do not knowingly collect personal data from children.

## 10. Updates to This Policy

We may update this Privacy Policy from time to time. Changes will be posted on this page with the updated effective date.

## 11. Contact Us

If you have questions about this Privacy Policy or wish to exercise your GDPR rights, please contact us:

Email: <a href="mailto:support@novapod.ai">support@novapod.ai</a>
Phone: +91 8618699549

Address: Rajarajeshwari Nagar, Bengaluru 560098

If you are in the EU, you may also contact your local supervisory authority