

Legal Notices and Privacy Policy

The following legal notice, terms of use and privacy policy are governing your use of the website <https://www.latelierdesmatieres.com> of L'Atelier des Matières (the "Site").

LEGAL NOTICES

Editeur du Site :

L'Atelier des Matières, a company organized under the laws of France [société par actions simplifiée], headquartered at 1 rue de la Grande Prée, 60880 Le Meux, France, registered with the RCS of Compiègne under number 879 557 239 R.C.S Compiègne (« **L'Atelier des Matières** »).

Publishing Director:

Nativité RODRIGUEZ is the publishing director in her capacity as Managing Director.

Hosting company:

The Site is hosted by the company Planethoster, 416 Louis-B.-Mayer – Laval, Québec – Canada – H7P 0G1, French phone number: (+33) (0)1 76 60 41 43.

If you have any questions about L'Atelier des Matières, please contact us at:

contact@latelierdesmatieres.com.

TERMS OF USE AND PRIVACY POLICY

Access to this Site and use of its content and functions are governed by the following terms of use and privacy policy. By accessing and browsing the Site, you unconditionally accept these terms and conditions.

1. Intellectual property

L'Atelier des Matières and/or its affiliates around the world own the domain name <https://www.latelierdesmatieres.com>. The Site is by intellectual property laws. L'Atelier des Matières owns all copyrights for all material on this Site or has a valid right from a third party to use the material on this Site. L'Atelier des Matières also owns all trademarks, service marks, trade names, logos and domain names used on L'Atelier des Matières products. Any other trademarks, service marks, trade names, logos and domain names cited on this Site belong to their respective owners. Any modification or use of the materials from this Site for any purpose not explicitly permitted is a violation of L'Atelier des Matières copyright and other proprietary rights.

The use of all or part of the Site, including by downloading, reproduction, transmission, presentation or distribution, for purposes other than for your personal and private use, commercially or otherwise, is strictly prohibited. In the event of failure to comply with these provisions, the penalties provided by law will be applied.

When you use a "Share" function on the Site to share a L'Atelier des Matières product, event, or message, you acknowledge and accept that the content available for sharing must only be used for purely personal purposes, excluding any commercial use on websites or web pages and/or other commercial digital media.

The creation of hyperlinks to the Site requires L'Atelier des Matières's prior, written consent which can be revoked at any time.

Not all websites with a hyperlink to the Site are under L'Atelier des Matières's control and L'Atelier des Matières therefore disclaims any liability (especially editorial) regarding access to such websites and their content.

L'Atelier des Matières is free to change the content of the Site at any time and without notice.

2. Privacy Policy

L'Atelier des Matières attaches great importance to the protection of your privacy and your personal data (the "**Data**").

This article explains how L'Atelier des Matières collects and processes your Data as required by personal data protection regulations such as the European General Data Protection Regulation ("GDPR").

The categories of Data we collect about you depend on your activity and your interaction with L'Atelier des Matières. This may involve (i) information that you provide to us directly and that is collected online on our Site, for example when you subscribe to the newsletter offered by L'Atelier des Matières or when you send us questions concerning the Site or the activity of L'Atelier des Matières, or (ii) information about you that we obtain indirectly, when you visit the Site, either because it is technically necessary for the proper functioning of the Site, or to improve your browsing experience or to enable L'Atelier des Matières to carry out analyses that will enable us to serve you better.

The following Data may be collected by L'Atelier des Matières:

Data Categories	Data collected
Basic Data	Civility, title, surname, first name
Contact Data	Postal address, e-mail address, telephone number
Request Data (Informations collectées lors de vos interactions avec nous)	Type of relationship with L'Atelier des Matières, type of request (e.g. request for rectification or deletion of personal data), additional details necessary to process your request (e.g. identification details), and content of your request provided to us.
Marketing Data (Information collected when you subscribe to the L'Atelier des Matières newsletter)	If you subscribe to our newsletter or other marketing communications to receive information about L'Atelier des Matières products, services and other events, we will collect Marketing Data through the subscription form, such as consent to receive communications and event data.

We collect this Data for the following purposes:

Processing purposes:	Categories of Data potentially concerned:	Legal basis:
<p>Request-related purposes To enable you to obtain information about our services (for example in the “Contact” section)</p>	<ul style="list-style-type: none"> - Basic data - Contact details - Data relating to requests 	<ul style="list-style-type: none"> - Consent - Contract
<p>Regulatory-related purposes Complying with our legal obligations, in particular for processing your requests for data subject rights</p>	<ul style="list-style-type: none"> - Basic data - Contact details - Data relating to requests 	<ul style="list-style-type: none"> - Legal obligation
<p>Marketing-related purposes Keep you informed of our products, services and other events by sending you L’Atelier des Matières communications by email</p>	<ul style="list-style-type: none"> - Basic data - Contact details - Marketing Data 	<ul style="list-style-type: none"> - Consent
<p>Business Contract management Manage the relationship with our contractors or suppliers, perform the contract with such contractors or suppliers</p>	<ul style="list-style-type: none"> - Basic Data - Contact Data 	<ul style="list-style-type: none"> - Contract

How long do we keep your Data?

L'Atelier des Matières respects the retention periods imposed by the laws and regulations in force.

If your Data is no longer required to provide a service or if you no longer wish to be added to our newsletter mailing list, your Data will be deleted or archived anonymously or under a pseudonym in order to comply with the regulations in force.

Categories of Data / Purpose of processing:	Périodes de rétention
Prospect or client Data for marketing purposes	3 years from last contact with the prospect or client
Contractors or suppliers Data	For the duration of the contract and then retained in an archived database with limited access for 5 years following the termination of the contract

What are your rights and how to contact L'Atelier des Matières for requests relating to confidentiality:

You have the right to access, modify, rectify, delete and object to the processing of your personal data, which you may exercise by contacting us by e-mail at: contact@latelierdesmatieres.com.

In particular, you have the right to unsubscribe from our newsletter at any time by simply clicking on the "Unsubscribe" link at the bottom of each newsletter.

You also have the right to lodge a complaint with the competent data protection authority.

5. Disclaimer and limitation of liability

L'Atelier des Matières takes all possible steps to ensure the accuracy of the information included in this Site. However, L'Atelier des Matières takes no responsibility for errors or

omissions in the content of this Site. Information provided on this Site is subject to change at any time without prior notice.

Use of and browsing in this Site are at your own risk. Neither L'Atelier des Matières nor any party representing L'Atelier des Matières in creating, presenting or otherwise affiliated with this Site are liable for any indirect, special, punitive, incidental, exemplary or consequential damages arising out of your use this Site.

To the extent permitted by law and without limiting any of the foregoing, everything on this Site is provided to you on an "as is" basis, without warranty, either express or implied, of any kind, including, but not limited to, the implied warranties of merchantability, fitness for a specific purpose, freedom from computer virus, or non- infringement. Because some jurisdictions do not allow limitations on implied warranties, or limitation of liability for consequential or incidental damages, the above limitations may not apply to you. Please check your local laws.

6. Amendments

L'Atelier des Matières informs you that these Terms of Use can be amended at any time. Such amendments are posted online and are deemed to be accepted unconditionally when you access the Site after they are posted online. L'Atelier des Matières recommends you check this page regularly.

7. Severability

If any clause of these terms of use is found to be invalid due to a change in legislation or regulations or a court decision, this cannot in any way affect the validity of and compliance with the other clauses of the terms of use.

8. Applicable law and disputes

These Terms of Use are governed by French law.

Failing amicable agreement, the French courts in Paris have territorial jurisdiction to deal with any dispute relating to the Site, notwithstanding your option to bring the dispute before a competent foreign court of your choice.

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