

# Privacy Notice

Last updated: September 8, 2025

## 1) Who we are

**Selenis Space** (legal entity name: *[Insert legal name]*) is a space services and legal consultancy connecting Latin America and Europe. This Privacy Notice explains how we collect and process personal data when you interact with our website and services.

**Contact for privacy matters:**

**Email:** [privacy@selenis.space](mailto:privacy@selenis.space) (or [david.diaz@selenis.space](mailto:david.diaz@selenis.space))

**Address:** Calle 67 # 54-297 Rionegro Colombia

## 2) What data we collect

We collect and process the following categories of data:

- **Identification and contact data:** name, work email, company/organization (optional).
- **Form metadata:** page URL and timestamp at the moment of submission, technical logs to ensure delivery and prevent abuse (e.g., honeypot result).
- **Communications:** any information you include in messages or follow-ups.
- **Cookies & analytics (if enabled):** see our Cookies Policy.

## 3) How we use your data (purposes)

We use your data to:

1. **Deliver requested materials**, such as the brochure you ask to download.
2. **Follow up on your request**, including contacting you about Selenis Space services.
3. **Internal analytics and service improvement** in an aggregated, non-profiling manner.
4. **Security and abuse prevention** (e.g., spam control).

## 4) Legal bases (GDPR)

- **Consent (Art. 6(1)(a) GDPR)** for sending the brochure and subsequent commercial follow-up when you tick the consent box.
- **Legitimate interest (Art. 6(1)(f) GDPR)** for basic, aggregated analytics and security/anti-abuse —implemented in a privacy-preserving way and without creating individual profiles.

## 5) Data sharing and recipients

We may share personal data with trusted **service providers** acting as **processors**, strictly for the purposes above and under data processing agreements. Typical providers include:

- **Form handling and email routing** (e.g., Formspree or equivalent).
- **Hosting and infrastructure** (e.g., your website host/CDN). These providers only process your data on our documented instructions and with appropriate safeguards.

## 6) International data transfers

Where a provider is located outside the European Economic Area (EEA), we put in place appropriate safeguards such as the **European Commission's Standard Contractual Clauses (SCCs)** or rely on an adequacy decision, as applicable.

## 7) Retention

We keep personal data no longer than necessary for the purposes stated:

- Leads from brochure downloads are retained for **up to 24 months** from the last contact, or until you withdraw your consent—whichever occurs first (unless longer retention is required by law).

## 8) Your rights

You have the right to **access, rectify, erase, restrict, object**, and **data portability**, as well as the right to **withdraw consent** at any time (without affecting the lawfulness of processing before withdrawal).

You also have the right to lodge a complaint with your local supervisory authority. In Luxembourg, this is the **Commission nationale pour la protection des données (CNPD)**.

## 9) How to exercise your rights

Please contact us at [privacy@selesnis.space](mailto:privacy@selesnis.space) (or [david.diaz@selenis.space](mailto:david.diaz@selenis.space)). We will respond within **30 days**. For security, we may need to verify your identity before acting on your request.

## 10) Security

We implement appropriate technical and organizational measures to protect personal data against unauthorized access, alteration, disclosure, or destruction. While no system is perfectly secure, we continuously work to improve our safeguards.

## 11) Cookies and analytics

If we use cookies or analytics, details will be provided in our **Cookies Policy** and through the cookie banner, where applicable. You can manage preferences via your browser or our consent tools.

## 12) Changes to this notice

We may update this Notice to reflect legal or operational changes. We will indicate the date of the latest revision above and, where appropriate, notify you of significant changes.

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### Quick summary (non-legal)

- We ask for your **name** and **work email** to send you the brochure and contact you about our services (only if you consent).
- We store submissions for up to **24 months** or until you opt out.

- You can write to [privacy@selenis.space](mailto:privacy@selenis.space) (or **david.diaz\@selenis.space**) to access or delete your data anytime.