

Privacy Policy for Service Providers

Welcome to Minded.

Your personal data will be processed by INSTANTEFUSIVO, Lda., tax identification number 517 329 352, with headquarters at Rua Francisco Piçarra de Matos nº 9, 3º Guarda 6300-693, hereinafter referred to as "Minded". Minded is the data controller within the meaning of the General Data Protection Regulation ("GDPR").

1. What personal data do we process?

1.1 Name, photograph, mobile number, email address, professional address or registered office, taxpayer identification number (NIF) or corporate identification number (NIPC) (depending on whether the Service Provider is an individual or a legal entity).

1.2 IP address of the device on which the Minded application was installed.

1.3 Information related to any disputes and/or complaints.

1.4 Efficiency levels and evaluation of the Service Provider.

2. What are the purposes of processing personal data?

We process your personal data for the following purposes:

2.1 Service provision management: The processing of your data is necessary for the performance of the service provision contract to be entered into between you and Minded.

2.2 Complaint management: Minded may notify you in the event of a poor evaluation of the service provision. Minded collects information and details arising from the provision of services to analyze and resolve the underlying situation of the complaint and/or dispute resolution.

2.3 Invoicing: Minded processes personal data (applicable in the case of individuals) for invoicing and payment purposes for the services provided.

2.4 Compliance with legal obligations: In compliance with legal obligations, your personal data may also be disclosed to third parties for their own purposes, such as judicial, administrative, supervisory, or regulatory authorities.

3. What is the legal basis for the processing of personal data?

3.1 The personal data of the Service Provider will be processed for the fulfillment and execution of the service provision contract concluded with Minded.

3.2 Minded processes the evaluation data and fulfillment of the requested service provision within the scope of pursuing its legitimate interests.

3.3 Minded may process your personal data to ensure compliance with legal obligations imposed by the legislation of a Member State and/or the European Union.

4. Will your information be shared with third parties?

4.1 Your personal information will be shared with Minded Users. In this case, Users will have access to the name and email address.

4.2 Any personal data of service providers is stored on Minded's server, located in the territory of a Member State of the European Union. Only authorized employees of INSTANTEFUSIVO, Lda. may access personal data for the purpose of managing the provided services and handling any complaints or disputes related to the service provision.

4.3 Your personal data may be shared with other controllers and/or third parties to fulfill legal and/or contractual obligations, such as judicial, administrative, supervisory, or regulatory authorities.

4.4 Your personal data will only be processed within the European Union.

5. What are your rights?

Your requests will be treated with special care to ensure the effectiveness of your rights. You may be asked to provide proof of your identity to ensure that the sharing of personal data is only done with the rightful user.

At any time, you may request:

5.1 Access and Rectification: The user can modify the data through the application. If this functionality is temporarily unavailable, please contact us via email at team@theminded.club.

5.2 Deletion of personal data: You may request the deletion and/or destruction of your personal data. However, please note that this request will result in the cancellation of your Minded Service Provider profile. Additionally, please be aware that Minded will need to retain your personal data until the legal time limits described below expire.

5.3 Portability: You have the right to receive your personal data, which you have provided to Minded, in a structured, commonly used, and machine-readable format. You should submit your requests to the email address: team@theminded.club. Your requests will be addressed within one month, and we will specify the date or period in which the data will be deleted or transferred.

6. How long do we store your personal data?

6.1 Your personal data will be stored as long as your Minded Service Provider profile is active or one year after the termination of the service provision contract with Minded.

6.2 Financial data is stored for seven years from the date of the last service requested through the Minded app.

6.3 Tax and accounting data will be stored for ten years from the last invoicing of the service provision.

6.4 In case there are indications of a crime or false information has been provided, the data will be stored for ten years.

6.5 Data regarding the history of services provided and corresponding evaluations will be stored for three years, after which the data will be anonymized.

6.6 In case of pending disputes or legal proceedings, the data will be retained until the final judgment.

7. Processing of personal data of Minded app Users:

The processing of personal data of Users without Minded's permission is prohibited.

The Service Provider cannot contact Users directly, nor collect and request their personal data, improperly use or promote the cross-referencing of personal data provided by Users.

Additionally, you should be aware of and comply with the rules set forth in the Terms & Conditions for service providers. If any provision of this User Privacy Policy and the Terms & Conditions for service providers is violated, Minded reserves the right to cancel your Minded account and seek compensation for any damages caused by your conduct.

8. Dispute resolution and other issues:

8.1 If you have any questions regarding the processing of your personal data or wish to exercise any of your rights, please contact us at: team@theminded.club.

8.2 Occasionally, we update this Privacy Policy. We suggest reviewing this document periodically to stay updated.

8.3 The competent national supervisory authority is the National Data Protection Commission (www.cnpd.pt).