

# Privacy Notice & Data Protection Statement

**Effective Date:** 2025-09-01

**Entity:** Gotit Co Limited

**Domain:** hongkongregistration.hk

## I. Introduction and Commitment

Gotit Co Limited is dedicated to protecting your personal information. We treat the privacy of our visitors seriously. This document outlines our protocols regarding the information collected from Users on our website (hongkongregistration.hk) and any associated sub-domains.

**Scope of Application:** This policy governs the relationship between Gotit Co Limited and you (the "User"). It applies solely to this Website and does not extend to external sites or social media platforms you might access via links found here.

## II. Interpretation of Terms

For clarity within this document, the following definitions apply:

"Data": Refers to all information submitted by you to us via the Website. This includes definitions found in applicable Data Protection Laws.

"Data Protection Laws": Refers to relevant legislation governing personal data processing, specifically including the Personal Data (Privacy) Ordinance (CAP 486) and its Data Protection Principles.

"User" / "You": Any third party accessing the Website who is not employed by or providing consulting services to Gotit Co Limited.

"Data User": Gotit Co Limited acts as the Data User, meaning we determine the purpose and method of processing your Data.

"Website": Refers to the platform you are currently using (www.hongkongregistration.hk) and any of its sub-domains, unless those sub-domains are expressly excluded by their own specific terms and conditions.

**Note:** In this document, singular terms include the plural and vice versa. Headings are for convenience only.

## III. Information Collection Methods

We gather data through two primary channels:

A. **Information Provided by You.** We collect Data that you voluntarily submit. This occurs when you interact with us via the Website, email, post, telephone, or other communication methods.

B. **Automated Data Collection.** When you visit our Website, certain technical data is collected automatically. This includes: your IP address, visit frequency, timing, and interaction patterns with our content.

We use this analytics data solely to refine our Website's navigation and content quality.

## IV. Utilization of Your Data

We process your Data strictly to the extent necessary to fulfill our operational activities. Specifically, we may use your information for:

Service Delivery: Providing the services you have requested.

Communication: Responding to your inquiries, processing complaints, or handling suggestions.

Marketing & Updates: Sending requested information, newsletters, marketing materials, or notifications regarding technical/organizational changes.

Quality Control: Conducting satisfaction surveys to improve our offerings.

## **V. Security and Storage Protocols**

We implement robust technical and organizational measures to protect your Data against unauthorized access, loss, or destruction.

Storage: Your information is housed in our "Clients" database, located on secure servers.

Safeguards: We utilize encryption software and strictly controlled access credentials (unique usernames and passwords).

Breach Reporting: In the event of a suspected data breach or unauthorized access, please notify us immediately at: [in@hongkongregistration.hk](mailto:in@hongkongregistration.hk).

## **VI. Data Retention Policy**

We retain your Data only for the duration necessary to achieve the purposes outlined in this policy, or as legally required.

*Note:* Even after a deletion request, some data may remain on backup media for regulatory, tax, or legal reasons.

## **VII. Your Legal Rights**

Under Data Protection Laws, you possess specific rights regarding your personal information:

Access: You may request copies of the data we hold or ask for modifications. Access is generally free unless requests are excessive.

Correction: You may request rectification of incomplete or inaccurate data.

Erasure: You have the "Right to be forgotten" and may ask us to delete your data.

Restriction: You can limit or block our usage of your data.

Portability: You may request the transfer or copying of your data.

Objection: You have the right to object to our processing, even for legitimate interests.

How to Exercise Rights: To exercise these rights or withdraw consent, contact us at the email provided in Section IX. If you are unsatisfied with our handling of your complaint, you may contact the Office of the Privacy Commissioner for Personal Data (PCPD) in Hong Kong (<https://www.pcpd.org.hk/index.html>).

Please ensure the Data you provide is accurate and notify us of any changes.

## **VIII. External Links and Business Changes**

Third-Party Sites: We are not responsible for the content or privacy practices of external websites linked from our domain. We advise reading their specific policies.

Business Transfer: If Gotit Co Limited undergoes a sale or transfer of control, User Data relevant to that business unit will be transferred to the new owner. The new owner will continue to use the Data under the terms of this policy. We will take steps to ensure privacy remains protected during this transition.

## **IX. General Provisions**

Non-Transferability: You may not transfer your rights under this policy to others. We may transfer our rights if we believe your interests are not compromised.

Severability: If any court deems a part of this policy invalid, the remaining sections continue in full force.

Updates: We reserve the right to amend this policy as needed. Changes are effective immediately upon posting. Continued use of the Website constitutes acceptance.

Contact Us For general inquiries regarding this Privacy Policy, please contact Gotit Co Limited at:

Email: [in@hongkongregistration.hk](mailto:in@hongkongregistration.hk)