

Privacy policy

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CorVpoint STUDIO · Courtepin, Switzerland · corvpoint.ch

Controller

The controller responsible for data processing within the meaning of this privacy policy is:

CorVpoint STUDIO
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Switzerland

Email: info@corvpoint.ch

General information

The protection of personal data is important to CorVpoint STUDIO. Personal data is processed confidentially and in accordance with applicable data protection law.

This privacy policy explains which personal data is processed when visiting this website, when contacting us, when submitting project enquiries and in the context of any business communication.

It generally applies to users of this website as well as to persons who contact CorVpoint STUDIO electronically, by telephone or otherwise.

Applicable data protection law

Personal data is generally processed in accordance with Swiss data protection law, in particular the Swiss Federal Act on Data Protection in its applicable version.

Where foreign data protection law is additionally applicable in individual cases, particularly in cross-border communication or contacts with persons abroad, further data protection provisions may also apply, including rules of the European Economic Area such as the General Data Protection Regulation, provided their requirements are met.

The specific legal situation of each individual case remains decisive.

Types of data processed

CorVpoint STUDIO may process in particular the following categories of personal data:

- master data and contact data, for example name, first name, company, address, email address, telephone number
- communication data, for example the content of emails, form messages, project enquiries, attachments, appointment arrangements and other correspondence
- project data and enquiry data, for example information from project briefings, service enquiries, technical descriptions, budgets, schedules or submitted documents
- usage and connection data that may technically arise when accessing the website
- security-related log data, where required for stability, abuse prevention, error analysis or system security

Hosting and technical processing

When visiting this website, technically necessary connection and server log data may arise. This may include in particular:

- IP address or shortened or system-processed IP address
- date and time of access
- page or resource accessed
- referrer information
- information about the browser, operating system or device used
- technical events, error messages or security-related logs

Such data is processed for the purpose of providing the website, ensuring its stability and security, detecting abuse, analysing errors and protecting the technical integrity of the systems.

Project enquiries and contact

If you contact CorVpoint STUDIO, in particular by email, contact form, project briefing, enquiry form or in the context of other business communication, the data you provide will be processed to the extent necessary to:

- review your enquiry
- communicate with you
- prepare a possible project or collaboration
- prepare quotations or follow-up questions
- carry out organisational or technical clarifications
- fulfil or document an existing contractual relationship

In such cases, the provision of personal data is generally voluntary. Without certain information, however, an enquiry may not be processed or may not be processed completely.

Purposes of data processing

Personal data may be processed in particular for the following purposes:

- operation and provision of the website
- ensuring the security, stability and integrity of the website and technical systems
- processing contact enquiries and project enquiries
- preparing, concluding, performing and documenting contractual relationships
- communication with interested parties, customers, business partners and other contacts
- administrative processing, evidence, archiving and correspondence
- safeguarding legitimate interests, in particular in a secure, traceable and orderly business process

Legal bases

Where a legal basis is required or to be stated, personal data is processed in particular on the following basis:

- for the implementation of pre-contractual measures
- for the performance of a contract
- on the basis of legitimate interests in appropriate communication, IT security, stability, documentation and processing of business enquiries
- on the basis of consent, where such consent has been expressly obtained in an individual case
- on the basis of legal obligations, where processing is required by law

Disclosure to third parties

Personal data is not sold and is not disclosed to third parties without necessity.

Disclosure may, however, take place where required, in particular to:

- hosting or technical service providers
- IT or communication service providers
- external supporters or processors, where these are necessary for operation or processing of enquiries
- authorities, courts or other bodies, where a legal obligation exists or a legitimate protection of rights requires this

Where external service providers are used, this is done within the framework of data protection-compliant processing on behalf of the controller or another legally permissible disclosure of data.

Payments, contracts and client verification

For offers, contract acceptance, deposits, milestones and project-start checks, CorVpoint may process contract data, billing data, payment metadata, provider IDs, status information, timestamps, technical

audit data and manual verification notes.

CorVpoint does not store credit card, TWINT or bank details. Payment processing is handled by external payment providers such as Stripe Checkout. Payment statuses are processed only from server-side verified provider events; return pages after payment are for user guidance only.

Depending on the provider, data may be processed in Switzerland, the EEA or other countries. The privacy and security terms of the relevant payment provider also apply.

Disclosure abroad / international data transfers

In the context of using technical services, communication channels, hosting solutions or project-related tools, it cannot be excluded that personal data may also be processed in or disclosed to countries outside Switzerland.

Where data is transferred to countries without an adequate level of data protection recognised under Swiss data protection law or, where applicable, under applicable international data protection law, this is done only in compliance with the applicable legal requirements and, where necessary, using appropriate contractual, organisational or technical safeguards.

Email communication and electronic transmission

If you contact CorVpoint STUDIO by email or through other electronic communication channels, it cannot be excluded that such channels may have security vulnerabilities.

Transmission of information via open electronic communication channels is therefore generally at your own risk. A suitable and expressly agreed transmission channel should be used for particularly confidential, sensitive or security-relevant information.

Retention period

Personal data is retained only for as long as necessary for the respective purposes or as required by statutory, regulatory, contractual or evidence-related retention obligations.

Enquiry data, communication data and project-related documents may in particular be stored for as long as necessary for processing, answering, documentation, follow-up, preparation or handling of a possible or existing business relationship.

Thereafter, data is deleted, anonymised or restricted in its processing unless there is a legal or legitimate basis for further retention.

Cookies and similar technologies

This website may use technical mechanisms that are functionally comparable to cookies or similar technologies where this is necessary for secure and proper operation of the website.

If analytics, tracking, convenience or third-party functions are used beyond this, this privacy policy should be supplemented accordingly and, where applicable, reflected by additional notices or consent solutions.

Currently, this policy describes only those processing activities that are generally required or intended according to the current status.

Forms and user-submitted content

If you complete forms, submit project briefings, upload files or otherwise transmit content, the data you provide will be used to process your enquiry, review a project, communicate with you and, where applicable, prepare or carry out a collaboration.

Please submit only the personal data necessary for your enquiry or concern.

Data security

CorVpoint STUDIO takes appropriate technical and organisational measures to protect personal data against unauthorised access, loss, misuse, manipulation or unlawful processing.

Such measures are continuously reviewed and adapted within the scope of actual possibilities, the risk, the nature of the data and the specific technical environment. Absolute security cannot be guaranteed for electronic data processing and internet communication.

Data security breaches

If a data security breach occurs, it will be assessed whether and to what extent applicable law requires notification to the competent supervisory authority or information to affected persons. Under Swiss data protection law, a notification obligation exists in particular where the breach is likely to result in a high risk to the personality or fundamental rights of affected persons.

Your rights

Within the framework of applicable data protection law, you have in particular the right to:

- request information as to whether personal data concerning you is being processed
- have inaccurate data corrected
- request deletion or restriction of processing under the statutory conditions
- object to processing where applicable law provides for this
- withdraw consent with effect for the future, where processing is based on consent

- assert any further rights under applicable law

To exercise your rights, you may contact the address stated above.

Right to lodge a complaint

Where provided by law, data subjects also have the right to lodge a complaint with a competent data protection supervisory authority.

For Switzerland, this is in particular the Federal Data Protection and Information Commissioner, insofar as its competence is given.

No automated individual decisions

It is currently not intended to make automated individual decisions on this website that have legal effects or similarly significant effects within the meaning of applicable data protection law, unless this is expressly communicated separately.

External services and linked content

This website may contain links to external websites or third-party services. The respective operator is solely responsible for their content, availability, security standards and privacy practices.

When external pages are accessed, the privacy provisions of the respective third-party providers apply.

Changes to this privacy policy

This privacy policy may be amended at any time, in particular if legal requirements, technical processes, services, communication channels or the website itself change.

The version published on this website applies.

Offers, invoices, payments, validation and audit trails

For offers, invoices, contract acceptances, customer roles, approvals, deposits, milestones, project-start gates and evidence, CorVpoint may process names, contact and company data, roles/functions, billing data, status information, timestamps, IP and browser metadata, document versions, hashes/snapshots, provider references and internal verification notes.

CorVpoint does not store card, TWINT or bank details. Payment status is not derived from return pages alone, but only from server-side verified provider messages, webhooks, admin evidence or documented manual checks.

AI and assistance tools

CorVpoint may use AI or automation tools in projects where this is useful and appropriate for analysis, structuring, text, code or data assistance. Confidential customer data is not placed uncontrolled into external AI systems. Special confidentiality, privacy or sector requirements must be communicated in advance and agreed for the project.