

DATA PROTECTION POLICY– La Boutique Relocation

Thank you for reading carefully our privacy policy that will describe what data we collect and what we do with it.

Note that following the new Swiss Data Protection Law that has become effective on September 1, 2023, our data protection policy has been updated accordingly.

Why is this information collected?

La Boutique Relocation provides consultation, relocation and integration services, such as orientation, housing, settling-in, administrative, school & education support, for employees and individuals. The collected information is used in the sole purpose of assisting our clients and family within the designated mission per the signed mandate.

How data is collected?

We receive and collect personal data (see listing below) that is being shared with us, either through our website contact form, our client form or via email or HR department.

What type of data are we collecting?

Personal data may include gender and title, first and last name, birthdate, nationality, address, email, phone number of client and family, as well as employment conditions.
Sensitive data may include children information, biometric data and debt situation.

Who has access to your information?

Your information can be shared to third parties in the sole purpose of our mission commonly to :

- population offices for official registrations,
- real estate agencies for housing applications,
- insurance companies or insurance brokers for subscription of health, liability & household and possible other insurances per our clients requests,
- banks for bank account openings,
- utility providers for contract subscriptions,
- schools for children registrations,
- tax and other providers upon requests
- possible entities out of the Swiss territory for clients that are considering relocating France or a foreign country

Where is this information stocked?

La Boutique Relocation is the sole owner of the collected information on the website hosted on Wix.com, on secured firewall servers. Information sent directly by the client or employer's HR is stored in our secured IT provider out of Switzerland.

Use of cookies:

La Boutique Relocation website and Wix use cookies that enable a smooth navigation on the website, as well as monitoring and analyzing its efficiency for safe use.

Security measures:

We understand that our clients trust us by providing personal data and therefore carefully treat the submitted data. The platforms we work on are certified in data protection. We commit to destroy sensitive data (biometrics documents such as passports, ID cards, residency permits and driver's license) and offer our clients to destroy non sensitive data such as work contracts once mandates are terminated.

Privacy review:

The privacy policy will be regularly updated and takes effect immediately after its publication on the website, last update done April 24, 2024

Get in touch:

May you want to modify, cancel personal information that La Boutique Relocation possesses, we kindly ask you to get in touch: contact@laboutiquerelocation.ch.