

# Privacy Policy & Terms of Use

Last updated: 27 December 2025

This Privacy Policy & Terms of Use apply to the website **kikiqueerlitagency.com**, operated by **Samizdat Literary House**, including its literary agency brand **Kiki Queer Literary Agency**.

## 1. About Us

**Kiki Queer Literary Agency** is a literary agency and creative hub founded under **Samizdat Literary House**, an independent cultural entity based in Barcelona, Spain.

For any questions regarding privacy, submissions, or services, you can contact us at:

 [info@kikiqueerlitagency.com](mailto:info@kikiqueerlitagency.com)

## 2. Privacy Policy

### 2.1 Data Controller

The data controller responsible for processing personal data is:

**Samizdat Literary House**

Barcelona, Spain

Email: [info@kikiqueerlitagency.com](mailto:info@kikiqueerlitagency.com)

### 2.2 Personal Data We Collect

We may collect and process the following personal data:

- Name and surname
- Email address
- Contact details
- Manuscripts, proposals, and creative materials submitted voluntarily
- Any information provided through contact or submission forms

We do not knowingly collect sensitive personal data unless voluntarily included by the user.

### 2.3 Purpose of Data Processing

Personal data is collected and processed for the following purposes:

- Responding to inquiries and contact requests
- Reviewing submissions and creative materials
- Providing literary, editorial, translation, or consultancy services
- Managing professional relationships with authors, publishers, agencies, and institutions

## 2.4 Legal Basis

Data is processed based on:

- User consent
- Legitimate professional interest
- Fulfillment of contractual or pre-contractual obligations

## 2.5 Data Retention

Personal data and submitted materials are retained only for the time necessary to fulfill the purposes described above and may be deleted upon request.

## 2.6 Data Sharing

We do **not** sell, rent, or share personal data or submitted materials with third parties without explicit consent, except when required by law or agreed upon in writing.

## 2.7 User Rights

In accordance with the GDPR, users have the right to:

- Access their personal data
- Request correction or deletion
- Withdraw consent at any time
- Request limitation of processing

Requests can be sent to:

 [info@kikiqueerlitagency.com](mailto:info@kikiqueerlitagency.com)

# 3. Submissions Policy

## 3.1 Submission of Materials

By submitting manuscripts or materials to Kiki Queer Literary Agency:

- You confirm that you are the author or rights holder

- You retain full ownership of your work
- You grant permission for internal review only

### 3.2 No Obligation or Guarantee

The submission of materials:

- **Does not imply representation**
- **Does not constitute a contractual relationship**
- **Does not guarantee feedback, publication, or representation**

Any representation or collaboration will be agreed upon **explicitly and in writing**.

### 3.3 Confidentiality

All submissions are treated with professional confidentiality and are not shared externally without the author's consent.

## 4. Editorial & Professional Services

### 4.1 Independent Services

Editorial, translation, consultancy, and assessment services are offered **independently** from literary representation.

The purchase of a service does **not** imply or guarantee representation by the agency.

### 4.2 Scope & Fees

The scope, timeline, and fees of any service are agreed upon in advance and confirmed in writing.

## 5. Intellectual Property

All content published on this website, including texts, branding, and visual identity, is the property of **Samizdat Literary House** unless otherwise stated.

Unauthorized use or reproduction is prohibited.

## 6. Limitation of Liability

Samizdat Literary House and Kiki Queer Literary Agency are not responsible for:

- Loss of data due to technical issues beyond reasonable control
- Decisions made by third parties (publishers, agencies, institutions)
- Outcomes of submissions or editorial evaluations

## **7. External Links**

This website may contain links to external websites. We are not responsible for their content or privacy practices.

## **8. Changes to This Policy**

We reserve the right to update this Privacy Policy & Terms at any time. Updates will be published on this page.

## **9. Governing Law**

This policy is governed by European Union law and, where applicable, Spanish law.