

## **INFORMATION OBLIGATION**

The administrator of your personal data is Renomia sp. z o.o. with its registered office in Warsaw, 00-032 ul. Przeskok 2 (hereinafter Renomia).

### **Purpose and basis of personal data processing**

Your personal data will be processed:

1. for the proper performance of services and conclusion of a contract, when you are a party to the contract - based on art. 6 sec. 1 letter b) of the GDPR
2. for the proper performance of services and conclusion of a contract, when you represent an entity that is a party to the contract - based on art. 6 sec. 1 letter c) of the GDPR
3. for the purpose of maintaining business contacts - also based on art. 6 sec. 1 letter f) of the GDPR, where Renomia's legitimate interest is maintaining business relations

### **Data recipients**

The Administrator will transfer your personal data to other recipients entrusted with the processing of personal data on behalf of and for the benefit of the Administrator and will make it available to other recipients, provided that such an obligation results from legal provisions.

Your data may be transferred to third countries and international organizations, provided that entities based in these countries adequately protect personal data, i.e. if the European Commission has recognized that such a country ensures an adequate level of data protection or if it is based on mechanisms ensuring an equivalent level of protection.

If you want to obtain detailed information on appropriate or proper safeguards, a copy of the data or information on the place where the data is shared, please contact us:

- Renomia Sp. z o.o. with its registered office in Warsaw 00-032, Przeskok 2 Street
- e-mail address: Sandra.Buchholz@renomia.com

Providing personal data is voluntary, but necessary for the conclusion and proper performance of the contract.

The Administrator does not make decisions in an automated manner, including in the form of profiling.

### **Personal data storage period**

Your personal data will be processed for the duration of the contract and for archiving purposes - no longer than 6 years from the end of the calendar year of contract execution, unless the law provides otherwise.

### **What rights do you have?**

You have the right to:

- a) access your personal data and receive a copy of the personal data subject to processing;
- b) rectify your incorrect data;
- c) request deletion of data (Article 17 of the GDPR);
- d) request restriction of data processing (Article 18 of the GDPR);
- e) object to data processing (Article 21 of the GDPR);
- f) transfer the data provided, processed in an automated manner.

In addition, you have the right to lodge a complaint with the President of the Personal Data Protection Office (UODO, Stawki 2 Street, Warsaw) in the event of a suspicion or finding of a breach of personal data protection regulations.

### **Contact**

Contact with the Administrator:

- at the Administrator's registered office or by post: Renomia Sp. z o.o. with its registered office in Warsaw 00-032, Przeskok 2 Street
- at the e-mail address: Sandra.Buchholz@renomia.com