

## GENERAL INFORMATION CLAUSE

In accordance with Article 13 of the General Data Protection Regulation of 27 April 2016. (Official Journal of the EU L 119 of 04.05.2016), I inform you that:

- 1. The Administrator of your Personal Data is RADMOT Spółka z Ograniczong Odpowiedzialnością with its registered office in Wola Gutowska 33E, 26-660 Jedlińsk https://radmot.com/contact
- 2. At RADMOT Spółka z Ograniczoną Odpowiedzialnością with its registered office in Wola Gutowska 33E a Data Protection Inspector has been appointed - Izabela Remjasz, with whom contact is possible at the mailing address of RADMOT Spółka z Ograniczong Odpowiedzialnością with its registered office in Wola Gutowska 33E and at the e-mail address biuro@radmot.pl
- 3. Personal data will be processed for :
  - to prepare, conclude and perform a contract, orders, assignments or to take action at the request of the person concerned before concluding a contract (legal basis: Article 6(1)(b) GDPR);
  - to comply with our statutory obligations under the law, including, but not limited to, tax, accounting and labour law - legal basis: (fulfilment of obligations pursuant to Article 6(1)(c) GDPR).
  - archiving, the assertion of rights and claims, the possible defence or assertion of claims . (legal basis: our legitimate interest in accordance with Article 6(1)(f) GDPR).
  - to handle complaints, if any, about the way the contract between you and the Company is performed (legal basis: Article 6(1)(b) of the GDPR);
  - to carry out marketing of the Company's own products or services in pursuit of our legitimate interest in informing you about our commercial offer (legal basis: Article 6(1)(f) GDPR):
  - in other cases, your personal data are processed only on the basis of your previously granted consent, to the extent and for the purpose specified in the content of the consent (legal basis: Article 6(1)(a) GDPR)
  - to facilitate communication with customers in connection with the provision of services, handling of requests and complaints as part of the Data Controller's legitimate interest (legal basis: Article 6(1)(f) GDPR)
- 4. Personal data shall not be made available to other recipients with the exception of entities entitled to do so such as:
  - bodies entitled by law to receive personal data,
  - entities which process personal data on behalf of the Administrator on the basis of a contract concluded with the Administrator, among others.
    - to entities providing logistic services; 0
    - to entities providing archiving and document destruction services; 0
    - 0 to entities providing postal and courier services;
    - entities providing substantive support services (e.g. law firms);
- 5. The recipients of personal data will be entities entitled to obtain personal data on the basis of legal provisions and entities cooperating with the Data Controller;

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- 6. The data subject has the right to:
  - access to the content of their data by exercising this right, it is possible to obtain information on what data, in what way and for what purpose is processed,
  - the right to rectification by exercising this right, it is possible to notify us of the need to correct inaccurate data or to complete data resulting from an error in data collection or processing
  - the right to restrict processing by exercising this right, you can make a request for the restriction of data processing, in case the correctness of the processed data is questioned. If the request is justified, we may only store the data
  - Right to erasure by exercising this right, you can request the erasure of your data. If the request is justified, we will carry out the erasure without delay. However, this right does not apply if the personal data is processed for the purposes of complying with the controller's legal obligations or for the performance of a task carried out in the public interest or in the exercise of public authority entrusted to the controller.
  - The right to object by exercising this right, you can object at any time to the processing of your data if it is processed on the basis of Article 6(1)(e) or (f) (legitimate interest or public interest). Once a request to this effect has been accepted, we are obliged to stop processing the data for this purpose. In such a situation, once the request has been processed, we will no longer be able to process the personal data subject to the objection on this basis, unless we can demonstrate that there are compelling legitimate grounds for the processing which are deemed by law to override interests, rights and freedoms or grounds for the establishment, assertion or defence of claims.
  - The right to lodge a complaint with a supervisory authority, i.e. the President of the Office for the Protection of Personal Data, if it is considered that the processing of personal data violates the law.
- 7. Personal data will not be transferred to countries outside the European Economic Area.

The provision of personal data is mandatory based on legal provisions and otherwise voluntary.

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