

## **INFORMATION CLAUSE regarding the processing of personal data concerning the Contractor**

In accordance with Article 13(1) and (2) of European Parliament and Council Regulation (EU) 2016/679 of April 27, 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation, hereinafter "GDPR"), we inform you that the Administrator of Your personal data is Rectus Polska Sp. z o.o., located in Gumna, 14 Firmowa St., 43-426 Dębowiec.

Your personal data is processed on the basis of, for the purpose of, and for a period of time:

1. Article 6(1)(a) of the GDPR with separately expressed consent, for the purpose of direct marketing of our own products and services and sending commercial information by electronic means of communication. Personal data will be processed until consent is withdrawn.
2. Article 6(1)(b) of the GDPR in order to take the actions necessary for the conclusion of the commercial agreement and its execution. This includes, in particular, the data needed to issue sales documents and enable You to exercise Your rights under the warranty, the place of delivery of the goods, the address data of the sender. Personal data will be processed until the settlement of mutual obligations and for the limitation period applicable to the type of agreement concluded.
3. Article 6(1)(c) of the GDPR for the purpose of archiving to the extent necessary to comply with legal obligations, in particular tax regulations, accounting regulations, for the period specified in the above-mentioned regulations.
4. Article 6(1)(f) of the GDPR for the purpose of verifying payment credibility in connection with the conclusion and performance of an agreement, until the Contractor has fulfilled its obligations.
5. Article 6(1)(f) of the GDPR in order to possibly establish and pursue claims or defend against claims during the period of limitation under generally applicable law (Civil Code).



Personal data may be made available to the following data recipients:

insurance companies, banks, credit reference agencies, entities providing us with services, e.g. consulting, auditing, training, legal assistance, IT service providers, postal and transportation service providers, financial or judicial authorities, institutions that by law may request the transfer of data.

Your personal data will not be subject to automated decision-making, including profiling.

Your submission of personal data for purposes of:

- marketing is voluntary, not providing the data will prevent sending commercial information,
- concluding a commercial agreement is voluntary, however, the consequence of not providing the data will be the inability to conclude and implement the agreement.

You have the right of access to the content of your data and the right to rectify, erase, restrict processing, the right to data portability, the right to object, the right to withdraw consent at any given time without affecting the legality of the processing performed on the basis of consent before its withdrawal. Consent can be withdrawn by sending an email to: **iodo@rectus.pl**

You are entitled to file a complaint to the President of the Office for the Protection of Personal Data in case you find the processing of your data violates the provisions of the GDPR.

