

## Principles for the processing of personal data

According to art. 13 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 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 (hereinafter "RODO"), we provide you with basic information regarding the processing of personal data:

**The administrator**, ie, the entity that processes your personal data, is Grupa 3 Druk spółka z ograniczoną odpowiedzialnością Sp.k., ul. Balicka 100, 30-149 Kraków, hereinafter referred to as "Grupa 3 Druk sp. z o o Sp.k." which you can contact in the following way: electronically to the e-mail address: [biuro@sdruk.pl](mailto:biuro@sdruk.pl), writing to the address: Grupa 3 Druk spółka z ograniczoną odpowiedzialnością Sp.k. Ul. Balicka 100, 30-149 Kraków, by phone: +48 12 626 05 80

In all matters regarding the processing of personal data and the use of rights related to data processing, please contact us via e-mail address: [biuro@sdruk.pl](mailto:biuro@sdruk.pl), or in writing to the following address: Group 3 Druk limited liability company Sp.k. Ul. Balicka 100, 30-149 Kraków with the note **PERSONAL DATA PROTECTION**.

Grupa 3 Druk sp. Z o o Sp.k. processes your data for the following purposes:

1. conclusion and implementation of the contract (legal basis: Article 6 (1) (b) of the GDPR);
2. fulfilling the duties of Grupa 3 Druk sp. z o o Sp.k. provided for by law, including in particular issuing and storing invoices and accounting documents (legal basis: Article 6 (1)(c) of the GDPR);
3. marketing and promotion of products and services of Grupa 3 Druk sp. z o o Sp.k. (legal basis: Article 6 (1) (a) and (f) of the GDRP);
4. archival purposes (evidence), possible fixing, investigation or defense against claims, ensuring the safety of persons and property based on a legitimate interest of Grupa 3 Druk sp. z o o Sp.k. (legal basis: Article 6 (1) (f) of the DGRP).

Your personal data will be processed for the period necessary to achieve the indicated goals, to which they have been collected in accordance with the criteria set out in the provision of law, including to secure any claims for a period of 10 years.

In the case of processing for marketing purposes based on your consent (Article 6 (1) (a) of the GDRP, until you withdraw your consent.

Your personal data may be shared by Grupa 3 Druk sp. Z o o Sp.k. with the following categories of recipients:

***Your personal data may be shared by Grupa 3 Druk sp. z o o Sp.k. with the following categories of recipients:***

1. entities authorized to do so pursuant to generally applicable regulations;
2. entities processing data on behalf of Grupa 3 Druk sp. z o o Sp.k. ie entities that process data as subcontractors, based on a contract and only in accordance with the instructions of Grupa 3 Druk sp. o o o Sp.k.

Grupa 3 Druk sp. Z o o Sp.k. informs you that you have the following rights:

1. access to the content of your personal data and to obtain information, among others, about the categories of data, the purposes of their processing, as well as to obtain copies thereof;
2. correcting incorrect data and completing missing data, as well as being forgotten, which means that you have the right to delete data processed unreasonably and unlawfully (eg data are no longer necessary for the purposes for which they were collected);
3. object to the processing of data and the right to limit data processing. In such a situation, after considering the application the Grupa 3 Druk sp. Z o o Sp.k. will not be able to process personal data provided by you, unless it demonstrates the existence of valid, legally justified grounds for processing, overriding the interests, rights and freedoms of the data subject or the grounds for establishing, investigating or defending claims;
4. transferring data processed in an automated manner, which means that you have the right to demand that personal data be sent by W Grupa 3 Druk sp. z o o Sp.k. directly to another administrator, if technically possible;
5. the right to withdraw consent at any time without affecting the compliance with processing right, which has been effected on the basis of consent prior to its withdrawal (where processing takes place pursuant to Article 6 (1) (a) or Article 9 (2) (a) of GDPR);
6. the right to file a complaint to the President of the Office for Personal Data Protection, if the participant considers that the processing of personal data is in violation of the provisions of the GDPR.

Providing data for the purposes of the conclusion and implementation of the contract is voluntary, but the failure to provide the data will result in the inability to perform the contract.

In the case of consent to the processing of data for marketing purposes, providing personal data is voluntary and can be withdrawn at any time.