

# INFORMATION CLAUSE ON THE PROCESSING OF PERSONAL DATA CUSTOMERS OF VERANO GLOBAL SP. Z O.O.

## Who is the administrator of personal data

The administrator of your personal data is VERANO GLOBAL Sp. z o.o. in Lublin, ul. Vetterów 7a, 20 - 277 Lublin.

## Who can you contact for more information on the processing of your personal data

The administrator has appointed a special person - the Data Protection Officer, who provides detailed answers to questions regarding the processing of your personal data. To contact him, please write to the following e-mail address: [iod@pcat.pl](mailto:iod@pcat.pl) or send a letter to the address of the administrator's office.

## What are the purposes and basis for processing personal data

We will process your personal data for the purpose of:

- performance of the contract (pursuant to art.6 letter b of the GDPR);
- fulfilling the legal obligations incumbent on the administrator, in particular in the field of accounting and tax settlements (pursuant to Article 6 (1) (c) of the GDPR);
- resulting from legitimate interests pursued by the administrator, which the administrator considers in particular: investigation and defense against claims (pursuant to Article 6 (1) (f) of the GDPR).

## Who can we share your data with

In order for us to perform our tasks, we may provide your personal data to:

- companies providing IT support services for the company and providing IT software,
- courier companies cooperating with the administrator.

## For how long will we process your personal data

We will store your personal data:

- for the duration of the contract,
- for the period of limitation of tax or civil law claims.

## Do you have to provide us with your personal data

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

## What are your rights

As we process your personal data, you have the right to:

- access to your data and receive a copy of it;
- rectify these data if they are incorrect, supplement data if you find that they are incomplete;
- limitations of data processing, e.g. if you notice that your personal data is incorrect, until their correctness is checked - for a period that allows us to check it;
- object to further data processing in cases where you have the right to do so.

## Right to lodge a complaint

If you believe that we are processing your personal data in violation of the law, you can lodge a complaint with the President of the Personal Data Protection Office.