

Dear Customer,

on 25 May 2018 there will become applicable the Regulation (EU) 2016/679 of the European Parliament and the Council (General Data Protection Regulation, GDPR).

Thus, we wish to inform you about the principles of processing by YG-1 Poland Sp. z o.o. [limited liability company] of your personal data and about your rights in this respect.

Personal data protection is one of key issues in YG-1 Poland Sp. z o.o. We assure you that proper care is taken of your privacy, your personal data remain safe and secure, and you may at any time withdraw your consent to the collection and processing of your Personal Data in accordance with the provisions of the **“Information on the Protection of Personal Data”** as presented below.

Information on the Protection of Personal Data

YG-1 Poland Sp. z o.o. [limited liability company] with its registered office in Warsaw 02-872, at ul. Gogolińska 29, as personal data controller, collects your personal data obtained during the conclusion and throughout the term of the agreement (“Personal Data”), in particular:

First and last name, e-mail address, contact address, business name of the represented entity, telephone number, bank account number, tax identification number NIP, National Business Registry number REGON, registered office address.

Your personal data are collected for the following purposes:

- a) to perform sales agreements for products offered by YG-1 Poland Sp. z o.o. – on the basis of Article 6 section 1 b) of the GDPR – the processing is necessary to perform the agreement, until the agreement comes to an end;
- b) direct marketing – on the basis of Article 6 section 1 f) of the GDPR – legitimate interests of YG-1 Poland Sp. z o.o., until the agreement comes to an end or until the moment an objection is lodged against data processing;
- c) financial and accounting purposes – on the basis of Article 6 section 1 c) of the GDPR – processing is necessary in order to implement the regulations, *inter alia* tax regulations, including Article 74 of the Accounting Act, until the time resulting from the relevant tax law regulations;
- d) to defend against and pursue claims – on the basis of Article 6 section 1 f) of the GDPR – legitimate interests of YG-1 Poland Sp. z o.o., until the end of the claim period in accordance with the Civil Code;
- e) to conduct complaint resolution procedures - on the basis of Article 6 section 1 f) of the GDPR – legitimate interests of YG-1 Poland Sp. z o.o., for a period of 5 years from the date at which the agreement comes to an end.

YG-1 Poland Sp. z o.o. may transfer your Personal Data to the following third parties for the purposes specified herein:

1. Entities with whom YG-1 Poland Sp. z o.o. has entered into cooperation agreements (“Data Processor”) in order to implement the agreement binding upon us, meet the obligations of YG-1 Poland Sp. z o.o. as prescribed by the law, protect the rights of YG-1 Poland Sp. z o.o. in accordance with the law, and to pursue legitimate interests of YG-1 Poland Sp. z o.o., as specified by the personal data protection regulations; in particular YG-1 Poland Sp. z o.o. may transfer your Personal Data to such entities as: banks, debt collection companies, entities that provide accounting services, companies that provide postal and courier services, payment operators and companies that we cooperate with for the purpose of marketing service provision. Such entities shall be obliged, under the agreements concluded with YG-1 Poland Sp. z o.o., to implement appropriate security, technical and organisational measures to protect the Personal Data and process them only in accordance with the instructions provided by YG-1 Poland Sp. z o.o.

2. Supervisory authorities, public authorities and other third parties; if this is necessary to pursue the above mentioned purposes and meet the obligations imposed by the law, the Personal Data may be transferred to supervisory authorities, courts and other public authorities (e.g. tax authorities and law enforcement agencies), independent external advisers (e.g. auditors) or entities that render services.

YG-1 Poland Sp. z o.o. undertakes to implement appropriate security measures, both technical and organisational, to protect your Personal Data. The Personal Data shall be kept by YG-1 Poland Sp. z o.o. and/or the Data Processors only for the period necessary to achieve the objectives for which they are collected, meet the obligations resulting from the law, maximum for the period of securing materials needed for legal proceedings (including tax proceedings) and until potential expiry of the statute of limitation on your and YG-1 Poland Sp. z o.o. claims. You shall have rights regarding the protection of your Personal Data. In accordance with applicable personal data protection law, you shall have the right to lodge a claim to a competent supervisory authority (i.e. the President of the Office for Personal Data Protection or its successor body).

In addition, you shall have the right to:

1. Request access to your Personal Data; any data subject shall have the right to obtain from YG-1 Poland Sp. z o.o. confirmation whether or not personal data concerning him or her are being processed, and where this is the case, he or she shall have the right to access them. YG-1 Poland Sp. z o.o. shall, upon request, provide you with a copy of your Personal Data undergoing processing. For any further copies requested by you, YG-1 Poland Sp. z o.o. may charge a reasonable fee based on administrative costs.

2. Rectify your Personal Data; you shall have the right to have your inaccurate Personal Data rectified. Taking into account the purposes of the processing, you shall have the right to have incomplete Personal Data completed, including by means of providing a supplementary statement.

3. Erase your Personal Data (a “right to be forgotten”); you shall have the right to request, if the circumstances prescribed by law occur, immediate erasure of your Personal Data, and YG-1 Poland Sp. z o.o. is obliged to erase such Personal Data without undue delay.

4. Restrict the processing of your Personal Data; if this is the case, YG-1 Poland Sp. z o.o. shall, upon your request, indicate such Personal Data, and their processing may be restricted to specific purposes only.

5. Personal Data portability; under some conditions, you shall have the right to receive the Personal Data concerning you and processed by YG-1 Poland Sp. z o.o., in a structured, commonly

used and machine-readable format, you shall have the right to transmit those Personal Data to another entity.

6. Objection; in some circumstances, you shall have the right to object at any time – for reasons associated with your particular situation – to the processing of the Personal Data concerning you, and YG-1 Poland Sp. z o.o. may be obliged to cease the processing of such Personal Data.

Please be informed that this information may be updated from time to time in accordance with applicable law (e.g. if we implement new systems or processes which involve the use of personal data), in this case you shall be informed accordingly of any changes made.

A person has been appointed in our company to perform the function of a data protection officer. You can contact this person directly via the e-mail address provided below: ochronadanych@yg-1.pl or at the following traditional correspondence address: INSPEKTOR OCHRONY DANYCH (DATA PROTECTION OFFICER); YG-1 Poland Sp. z o.o.; ul. Gogolińska 29, 02-872 Warszawa (Warsaw), Polska (Poland).



YG-1 Poland Sp. z o.o.

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Tax Identification Number NIP: 5262817087 National Business Registry number REGON: 015875184

The District Court for the Capital City of Warsaw in Warsaw

12th Commercial Division KRS no.: 0000223094

Share capital: PLN 50,000

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