

## Privacy

This document contains information about the processing of your personal data by the

### **Ramirent S.A. with its registered office in Szczecin, 3 Świerczewska Street, 71-066 Szczecin**

(hereinafter: "Company") in connection with the use of the services available on the Ramirent.pl website (hereinafter: "Website"), as well as in connection with establishing or maintaining contacts with the Company through other communication channels, including e-mail, telephone calls or traditional postal correspondence.

Please be advised that the Company has appointed a Data Protection Officer, who can be contacted via e-mail: [Prywatnosc@ramirent.pl](mailto: Prywatnosc@ramirent.pl)

### **1. Conditions for the processing of personal data**

In accordance with Article 13 and Article 14 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter: "GDPR" or "General Data Protection Regulation"), we inform you that:

1. The personal administrator is Ramirent S.A. with its registered office in Szczecin, Świerczewska 3, 71-066 Szczecin (hereinafter also referred to as the "Administrator").
2. Compliance with the data protection rules is supervised by the Data Protection Officer appointed by the Administrator, who can be contacted by e-mail: [Prywatnosc@ramirent.pl](mailto: Prywatnosc@ramirent.pl)
3. Personal data will be processed for the following purposes and on the basis of the following legal bases:

<b>Purpose of data processing</b>	<b>Legal basis for data processing</b>
Taking action to resolve the reported failure/complaint.	Article 6(1)(b) of the GDPR (taking action at the request of the data subject before concluding the contract and performance of the contract) – in relation to the contracting authority
	Article 6(1)(c) of the General Data Protection Regulation (legal obligation)

Purpose of data processing	Legal basis for data processing
	Article 6(1)(f) of the GDPR (legitimate interest – contact with persons submitting complaints on behalf of the contracting authority) – in relation to persons acting on behalf of the contracting authority
Receiving inquiries and providing answers (via the form available on the Website or by email, phone, mail)	Article 6(1)(f) of the GDPR (legitimate interest – ensuring contact with the Controller, receiving inquiries regarding the goods and/or services offered by the Controller and providing answers

4. The recipients of personal data will be entities providing services to the Administrator, in particular IT and marketing services, as well as hosting providers, IT systems, courier, accounting and legal companies. The recipients of your data may also be entities authorized to receive data on the basis of legal provisions.
5. If you are a representative of Our client (ordering party) or supplier, the Controller will process your contact data (e.g. name, surname, e-mail address, telephone number, job position) in connection with the ongoing cooperation or in order to establish it. If we did not obtain this data directly from you, we received it from our client or the supplier you represent.
6. Retention periods for personal data

The period of data processing by the Controller depends on the purpose of processing for which the data is collected, in accordance with the following criteria:

- 1) Customers' personal data will be stored by:
  - a) period of performance of the cooperation agreement – in the case of data processing for the purpose of concluding and performing the cooperation agreement,
  - b) the period necessary to consider the submitted complaint – in the case of data processing in order to handle the complaint process,
  - c) until the dispute is resolved / the parties are settled, taking into account the appropriate limitation periods for claims – in the case of data processing for the purpose of pursuing claims and taking debt collection activities;
  - d) until the objection is raised – in the case of personal data processing pursuant to Article 6(1)(f) of the General Data Protection Regulation,
  - e) after the periods indicated in points a) - d) for the time in which the provisions of law require the storage of data or for the period of limitation of possible claims.
- 2) The personal data of contact persons and users of the website will be stored by:

- a) until the consent is withdrawn – in the case of personal data processing on the basis of Article 6(1)(a) of the GDPR,
- b) until an effective objection to the processing of data is lodged – in the case of personal data processing pursuant to Article 6(1)(f) of the GDPR,

After the above-mentioned period, personal data will be archived for the time in which the applicable provisions of law require the storage of data or for the period of limitation of possible claims, and then they will be deleted or anonymized.

7. In connection with the processing of personal data, you have the following rights:
  - the right to access the content of the data, the right to rectify the data, the right to delete the data, the right to limit the processing of data, the right to transfer data,
  - the right to object to the processing of data – if the processing of your personal data is carried out on the basis of the so-called legitimate interest and under the conditions specified in the provisions of the General Data Protection Regulation,
  - the right to lodge a complaint with the supervisory authority (the President of the Office for Personal Data Protection) if you believe that the processing of personal data violates the provisions of the General Data Protection Regulation.
8. All of the above-mentioned rights apply to the extent resulting from the provisions of the General Data Protection Regulation. The above rights can be exercised by sending a request to the address of the Administrator's registered office or, in the case of contact by e-mail, to the following address: [prywatnosc@ramirent.pl](mailto:prywatnosc@ramirent.pl)
9. Providing personal data is obligatory if such an obligation arises from the provisions of the Accounting Act and the provisions of the tax law (in the scope of issuing accounting documents and their storage). Providing data for the purposes of achieving other purposes (described in point 3) is voluntary, but may be necessary to achieve them, i.e. responding to an inquiry, ordering a service, concluding and performing a contract or using the Website.