

## **Information about personal data processing of existing clients**

Let us inform you that on 25<sup>th</sup> May 2018 so called General Data Protection Regulation entered into force (the regulation of the EU 2016/679, generally known under the abbreviation GDPR). This new legal amendment is also related to processing of your personal data. We assure you that protection of privacy and personal data of our clients are among our priorities. We would like to inform you how processing of your personal data has been performed since the above mentioned date; particularly what personal data we process, for what purposes and for what reasons.

### **➤ Who is your data controller?**

Your data controller is Anos, s.r.o. Štefánikova 1089, 908 01, Kúty, Company ID No.: 36233625

### **➤ What data about you do we process?**

We process the following data or company data:

- Your identification and contact data
- The name of your company, title, first name, last name, street, town, Postal Code, country, company ID No., Company VAT No., e-mail, tel., mobile number, website, company specialisation,
- data about the products which you buy from us,
- data from our mutual communication (whether it took place in person, in writing, by telephone or otherwise),
- data about payment morale

### **➤ In which situations do we process your data?**

Processing of your personal data is necessary particularly for proper issuance of invoices, prescribed by law, and our mutual communication. The data we process are related to the fact that you are using our order system - partner e-shop, Designer or any other on-line software which subsequently simplifies our mutual communication in an effective way.

### **Protection of our legitimate interests or legitimate interests of a third party**

We can process personal data also due to legitimate interests that consist in:

- quality management of the services provided as well as relationships with customers,
- preparation of non-binding offer or calculation,
- internal administrative purposes (e.g. internal record-keeping, reporting, etc.)
- protection of our legal rights (e.g. when collecting our claims, further on within legal proceedings or proceeding in front of authorities of extra-judicial dispute resolution, in front of public power authorities),
- direct marketing, (your contact and identification data within the extent of: first name, last name, address, telephone number and e-mail address, i.e. in order to send offers of own products and services by e-mail and SMS)

### **Data processing based on your consent**

Provided that you have granted or you will grant us your consent, we will also be processing your personal data for the purpose, to the extent and under the conditions specified in such consent (e.g. for marketing activities in a wider sense). Upon granting the consent, you can receive more detailed information about such processing, including the option to cancel your consent.

### **➤ How long will your data be stored in our system?**

We process your personal data for the period of our business cooperation. In addition to that, we process your personal data also in the case of the ongoing or repeated financial settlement of the contract made and for the period of pertinent legal disputes or other proceedings.

### **➤ What are your rights?**

You are particularly entitled to access the personal data that we process about you, the right to correct imprecise or incomplete data and the right to file a complaint to the Office for Personal Data Protection, Pplk. Sochora 27, 170 00 Praha 7, [www.uoou.cz](http://www.uoou.cz). In the situations foreseen by legal amendment, you are also entitled to have your personal data, which are related to you, deleted or limited as for their processing, further on to your data portability and the right to object to the processing of personal data.

At any time and free of charge, you have the right to object to the processing of your personal data, which we perform due to our legitimate interests, including profiling, and the right to object to the processing for the purposes of direct marketing, including profiling.

### **➤ How can you contact our controller for protection of your personal data?**

You can contact our controller for protection of your personal data with your requests, questions or complaints at the address: Anos, s.r.o., department of personal data protection, Štefánikova 1089, 90801 Kúty. [ekonom@TeplaPodlaha.Com](mailto:ekonom@TeplaPodlaha.Com)