

**INFORMATION ON PERSONAL DATA PROCESSING  
REGARDING CONTACT FORM**

<p><b>Data controller:</b></p>	<p>The controller of your personal data is <b>SILVAIR sp. z o. o.</b> with its registered seat in Cracow (31-358) at Jasnogórska 44, KRS: 0000395561, tel.: 12 376 95 98 email: <a href="mailto:odo@silvair.com">odo@silvair.com</a> ("<b>Silvair</b>")</p>
<p><b>Purpose and legal bases for processing:</b></p> <p><b>Used abbreviations:</b>  <b>GDPR</b> – 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 (General Data Protection Regulation)  <b>TL</b> – Polish Telecommunications Law dated 16 July 2004</p>	<p>Sending emails to the given email address to answer questions and/or requests submitted by a visitor of Silvair’s website  <i>art. 6.1 f) GDPR (based on legitimate interests pursued by Silvair, consisting in communicating with the visitors of its website)</i>  Personal data: <b>first name, second name, email address, additional data that you may submit via the contact form</b></p> <p>Calling the given telephone number to answer questions and/or requests submitted by a visitor of Silvair’s website  <i>art. 6.1 a) GDPR and art. 172.1 TL (upon your consent)</i>  Personal data: <b>first name, second name, telephone number</b></p> <p>Sending to the given email address a newsletter regarding the current offer of Silvair, including information on its programmes, events and contests <i>art. 6.1 f) GDPR, art. 10.2 ARES and art. 172.1 TL (upon your consent)</i>  Personal data: <b>first name, second name,</b></p>
<p><b>Categories of recipients:</b></p>	<p>Your personal data may be shared with:</p> <ol style="list-style-type: none"> <li>1) authorised employees and/or contractors of Silvair</li> <li>2) persons or entities providing particular services to Silvair (accounting, legal, IT, marketing and advertising services) – in the scope required for those persons or entities to provide those services to Silvair</li> </ol>
<p><b>Transferring data outside of the EEA:</b></p> <p><b>Used abbreviations:</b>  <b>EEA</b> – European Economic Area  <b>GDPR</b> – 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</p>	<p>Due to the cooperation of Silvair with its service providers established outside of the EEA, your personal data may be transferred to the following states outside of the EEA: United States of America.</p> <p>In order to ensure an adequate level of security of the personal data transferred to states in relation to which the European Commission has not issued an adequacy decision, Silvair uses standard data protection clauses adopted by the European Commission, referred to in art. 46.2 c) GDPR]. The standard clauses are available on the Internet, at the European Commission website (ec.europa.eu)</p>

(General Data Protection Regulation)	
<b>Retention period:</b>	For as long as it is necessary to respond to your question and/or request and for an additional period of no more than 10 years, during which either you or Silvair may issue potential legal claims towards each other.
<b>Your rights:</b>  <b>Used abbreviation:</b> <b>GDPR</b> – 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 (General Data Protection Regulation)	According to GDPR, you have the following rights relating to the processing of your personal data, exercised by contacting Silvair via any means of communication indicated in section “Data controller”: 1) to access to your personal data (art. 15 GDPR) by requesting sharing and/or sending a copy of all your personal data processed by Silvair 2) to request rectification of inaccurate personal data (art. 16 GDPR) by indicating the data requiring rectification 3) to request erasure of your personal data (art. 17 GDPR); Silvair has the rights to refuse erasing the personal data in specific circumstances provided by law 4) to request restriction of processing of your personal data (art. 18 GDPR) by indicating the data which should be restricted 5) to move your personal data (art. 20 GDPR) by requesting preparation and transfer by Silvair of the personal data that you provided to Silvair to you or another controller in a structured, commonly used machine-readable format <b>6) to object to processing your personal data conducted based on art. 6.1 e) or f) GDPR, on grounds relating to your particular situation (art. 21 GDPR)</b> 7) to lodge a complaint with a supervisory authority, in particular in the EU member state of your habitual residence, place of work or place of the alleged infringement if you consider that the processing of personal data relating to you infringes the GDPR (art. 77.1 GDPR)
<b>No obligation to provide data:</b>	Providing your personal data is not obligatory, but necessary for Silvair to respond to your question and/or request. Refusal to provide the above data will result in inability to respond to your question and/or request.