

Information clause for the contact form

I

[Data Controller]

We would like to inform you that the administrator of personal data is Jamalex Sp. z o.o. with its registered office in Kłodzko, 7 Przemysłowa Street, 64-130 Rydzyna near Leszno, it is also the address for correspondence. It is possible to contact the Data Protection Officer via the following address: iod@jamalex.pl

II

[Purposes, legal bases and duration of data processing]

1. Answering, settling the matter:
 - a) The content of correspondence and contact information are processed for the time necessary to settle the user's case, including to send marketing information about the products or services selected by you, and for no longer than 3 months after the matter has been settled for archiving purposes in case it is necessary to defend against possible claims against the administrator.
 - b) This data will then be processed for the purpose of providing the online contact form service provided by the by way electronic in accordance with the z Terms and Conditions available under by address:
<https://www.manurackpallets.com/pdfs/regulamin-EN.pdf> (Article 6(1)(b) of the GDPR).
2. Pursuing claims:
 - a) In the event that it is necessary for the Administrator to pursue claims or to defend against claims, the Administrator may process the personal data of specific users contained in the online contact form until the end of the ongoing proceedings and until the expiry of the limitation period for the Administrator's claims against the User, which is usually 3 years in accordance with Article 118 of the Civil Code, but in special cases provided for by law it may be longer.
 - b) This data will then be processed in accordance with Article 6(1)(f) of the GDPR, i.e. in the legitimate interest of the administrator consisting in pursuing its claims against the user or defending against claims. The legitimate interest of the administrator will then take precedence over the rights and freedoms of the service recipient.
3. Service usage statistics:
 - a) In order to improve the quality of its services, the Administrator processes statistical information on the use of the online contact form and for this purpose uses statistical information provided by cookies or other similar technologies. Detailed information on the use of cookies by the administrator can be found in the cookie policy available **<https://www.manurackpallets.com/>**.
 - b) These data are processed in accordance with Article 6(1)(f) of the GDPR in the legitimate interest of the administrator, consisting in facilitating the use of services, improving the quality and functionality of the Services provided, and the processing of these data does not violate the rights and freedoms of users.
 - c) These data are processed as part of the Controller's ongoing activities, but no longer than for a period of 60 days from the receipt of the information. After this time, the administrator may further process general statistical data, which will be deprived of any information regarding individual users.

III

[Recipients of user data]

Personal data contained in the online contact form are disclosed only to entities processing data for the benefit of the administrator on the basis of a written agreement to entrust the processing of personal data to the providers of hosting or website services, IT service, marketing and PR.

IV

[Rights of data subjects]

Each data subject has the right to request access to their personal data from the data controller, has the right to rectify, correct, delete or limit processing. In addition, it is informed that each data subject has the right to object to the processing,

as well as the right to data portability. Each data subject has the right to withdraw the previously given consent at any time, which will not affect the lawfulness of the processing that was carried out on the basis of the consent before its withdrawal. You are informed about the right to lodge a complaint with the supervisory authority regarding the processing activities to the address of the President of the Data Protection Office. Providing personal data is not a statutory requirement, but failure to provide them will make it impossible to respond. Personal data is not subject to automatic processing, including profiling.