

§ Privacy Policy §

§ 1. General Information

- 1) This policy applies to the website www.translationsfaerber.pl.
- 2) The operator of the website and the Data Controller is Dawid Aleksander Kowalski Faerber – Translator of German, Polish, Russian, and English, ul. [ul. – Street] Wodna 23a/26, 90-024 Łódź.
- 3) The contact email address of the Data Protection Officer is: aod@translationsfaerber.pl
- 4) Personal data collected through the website are processed in accordance with the Regulation of the European Parliament and of the Council (EU) 2016/679 of April 27, 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), hereinafter referred to as GDPR.
- 5) The operator is the Administrator of your Personal Data concerning data provided voluntarily on the website.
- 6) The website uses personal data to handle inquiries via the contact form, fulfill orders, and present offers, information, or transactions conducted through the Kugaru platform.
- 7) The website collects information about users and their behavior in the following ways:
 - Through voluntarily entered data in forms, which are recorded in the operator's systems.
 - By saving cookies on end-user devices (so-called "cookies").

§ 2. Hosting

1) The website is hosted by WebWave Sp. z o.o. [Sp. z o.o.- Ltd.], located at ul. Postępu 14, 02-676 Warsaw, at: <https://webwavecms.com>. Please familiarize yourself with the host's Privacy Policy.

§ 3. Your Rights and Additional Information on Data Usage

1) The Administrator shares your personal data with the remote work settlement platform for freelancers and clients: KUGARU Sp. z o.o., Aleje Jerozolimskie 148, 02-326 Warsaw, www.kugaru.com, as necessary to complete your project, especially for billing purposes. Please review their privacy policy.

2) Your personal data will be processed for no longer than is necessary for purposes defined by applicable regulations (e.g., accounting). Marketing data will not be processed for longer than 3 years.

3) You have the following rights under GDPR:

- ***The Right of Access*** - Article 15 GDPR
- ***The Right to Rectification*** - Article 16 GDPR
- ***The Right to Erasure*** (*right to be forgotten*) - Article 17 GDPR
- ***The Right to Restriction of Processing*** - Article 18 GDPR
- ***The Right to Data Portability*** - Article 20 GDPR
- ***The Right to Object*** - Article 21 GDPR
- ***The Right to Withdraw Consent*** - Article 7(3) GDPR

- 4) You have the right to object to the processing of your personal data for the purposes of legitimate interests pursued by the Administrator, including profiling, provided that the right to object cannot be exercised in the event of the existence of important legitimate grounds for processing, overriding your interests, rights, and freedoms, particularly the establishment, exercise, or defense of claims.
- 5) To exercise the rights, please contact us by sending a request at: aod@translationsfaerber.pl. Please note that we may ask you to verify your identity before responding to such requests. Please note, we may not be able to provide Service without some necessary data.
- 6) You have the right to complain to a Data Protection Authority about our collection and use of your Personal Data. For more information, please contact your local data protection authority in the European Economic Area (EEA).
- 7) Providing personal data is voluntary but necessary for the operation of the website.
- 8) Automated decision-making processes, including profiling, may be performed concerning you to provide services under the concluded agreement and for direct marketing carried out by the Administrator.
- 9) Personal data is not transferred to third countries within the meaning of data protection regulations. This means that we do not send it outside the territory of the European Union.

§ 4. Information in Forms:

- 1) The website collects information voluntarily provided by the user, which is necessary for billing, including personal data such as first name and surname, email address, phone number, residential address, and optionally the tax identification number, national identity number or an EU VAT number, if provided.
- 2) The website may save information about connection parameters (timestamp, IP address).
- 3) In some cases, the website may save information facilitating the association of the data in the form with the email address of the user filling in the form. In such

a case, the user's email address appears within the URL of the page containing the form.

4) The data provided in the form are processed for the purpose resulting from the function of a specific form, e.g., to handle your project submission. The context and description of the form inform clearly what it is used for.

§ 5. Administrator Logs

1) Information about user behavior on the website may be logged. These data are used for administering the website.

§ 6. Information about Cookies

1) The website uses cookies. Cookies are also placed by external websites. Below, we inform you about the use of cookies on our website.

2) What are cookies?

A cookie is a small, simple file sent along with the pages of this website and stored by the browser on the hard drive of your computer or other device. The information stored in them can be returned to our servers or the servers of relevant third parties during your next visit.

3) What are scripts?

A script is a piece of program code that serves to ensure the proper and interactive functioning of our website. This code is executed on our server or on your device.

4) Technical or functional cookies

Some cookies ensure the proper functioning of certain parts of the website and learn about user preferences. By placing functional cookies, we make it easier for you to visit our website. This way, you do not have to enter the same information multiple times when visiting our site. We can place these cookies without your consent.

5) Analytical cookies

We use analytical cookies to optimize the use of the website for our users. With these analytical cookies, we gain insight into the use of our site. Please grant us permission to place analytical cookies.

6) Marketing/tracking cookies

Marketing/tracking cookies are cookies (or other forms of local storage) used to create a user profile to display advertisements or track this user across one or several websites for similar marketing purposes.

§ 7. How to contact us for more information about your personal data processing?

Data Protection Officer - translationsfaerber.pl

Mailing address:

P.O. box: 324

ul. Juliana Tuwima 38

UP Łódź 1

e-mail: aod@translationsfaerber.pl



*Kowalski
Faerber*