



AGAP Sp. z o.o. | 03-301 Warszawa, ul. Jagiellońska 78, tel.: (48 22) 334 64 64, 607 07 47 47

Warsaw, May|2018

Dear Sir/Madam,

In connection with the fact that the 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*) entered into force on 25 May 2018, we would like to provide you with information about your personal data.

Entrance into force of the new personal data protection provisions (GDPR) will not cause any fundamental changes in using the services rendered by AGAP Sp. z o.o. z/s in Warsaw („AGAP”).

AGAP is the Controller of your personal data collected in connection with the services rendered by AGAP. Full registration data of AGAP are provided in the footer of this letter. The Controller may be contacted by e-mail at: IOD@agap.pl

We have received your data from you – they were provided to us upon you commissioning services rendered by AGAP. Personal data will be processed pursuant to Article 6(1)(b) and (c) of the GDPR.

Remember that providing personal data is voluntary; however, it is necessary in order to use our services. We process your data only in connection with performing the service agreement and only to the extent that it is necessary to perform the service agreement. The said agreement is the ground for data processing.

We do not process your personal data for any other purposes; we only provide them to entities whose objects include delivering parcels.

We do not transfer data and we do not store data in countries that are non-EEA countries.

You may withdraw each consent given to us to process personal data at any time without any negative consequences. You may do so by sending an e-mail or sending a letter by traditional mail to the addresses provided above. Withdrawing consent does not affect lawfulness of prior processing of your data (prior to withdrawing consent).

In line with the provisions of law, you have the following rights:

- to request access to your personal data;
- to request rectification of your personal data, if the data processed by the Controller are incorrect or incomplete;

- to request erasure of data or restriction of processing;
- to data portability (to request that your data are transferred to another data controller);
- to file an objection to processing of your personal data to promote our services or products;
- to lodge a complaint against the processing of your personal data by us – if you believe we are doing it contrary to the law – to the Inspector General for Personal Data Protection, and as of 25 May 2018 – to the President of the Personal Data Protection Office;

Your personal data will be processed for the duration of the agreement and until the lapse of the period of limitation for claims, in any case, for a period no shorter than 5 years, under the Accounting Act.

Your personal data may be but might not be transferred to the following categories of data recipients who process data on behalf of AGAP: commercial partners, debt collection agencies, banks, companies printing correspondence, subcontractors of AGAP, commercial information bureaus, archiving companies, companies dealing with public opinion polling, partners rendering technical services.

WE DELIVER 24/7 365 DAYS A YEAR