

Privacy Statement.

Thank you very much for your interest in our offer and website www.printsystems.pl. The protection of personal data is extremely important to us. We are obliged to comply with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals 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) and other provisions in this respect.

The Administrator of the data is Print **Systems Spółka z ograniczoną odpowiedzialnością Sp. k. (LTD)** with its registered office in Suchy Las, Klonowa 2, entered into the Register of Entrepreneurs under the KRS number: 0000320370, for which the registration files are kept by the District Court in Poznań Nowe Miasto and Wilda in Poznań, Commercial Division of the National Court Register, NIP: 514-02-13-951. The data protection is carried out in accordance with the requirements of generally applicable legal regulations, and its storage takes place on secured servers. The website is adequately secured with an SSL security certificate and protected against damage, destruction or unauthorized access.

What is the subject of personal data protection?

The subject of personal data protection is all personal data, which includes any information relating to an identified or identifiable natural person, without excessive cost, time or special measures. This includes information such as name, surname, contact details, IP address or e-mail address. Providing personal data is voluntary and a person providing his/her data has been informed that he/she has the right to access said data, the right to correct it, the right to delete the or the right to demand the cessation of its processing.

What is the scope of collection and storing of data?

1. Responding to enquiries, orders or service requests

Contacting Print Systems (either electronically or offline) to request a product or service, to obtain support, or to participate in discussions on a blog or other social networking tool, Print Systems collects the information necessary to support that request, to provide information, support, or to make direct contact with, a particular product or service. For example, Print Systems records your name, surname and contact information, details of your request and of your contract with Print Systems, as well as information regarding the processing, delivery and invoicing of your order. Print Systems stores such information for administrative purposes, to defend its

rights and in connection with its relationship with the user.

Your data can be provided by filling in the product enquiry form on the website www.printsystems.pl.

2. Contact with employees of customers, potential customers, partners and suppliers of Print Systems

As part of their relationship with Print Systems, customers or potential customers, partners and suppliers also provide business contact information (such as name and surname, exact contact address, positions or titles of their employees, contractors, consultants and authorized users) for the purpose of, among other things, managing the agreement and its execution, providing products and services, providing support, invoicing and managing services or relationships.

3. Transfer of data to third parties for contractual purposes

In order to perform the contract, it may be necessary to transfer your personal data to a company working on our behalf while performing the services or performing the contract. Such companies include shipping or service companies cooperating with us, acting as subcontractors. After completion of the contract, your data will be blocked and, after a relevant period of time in accordance with the applicable provisions, deleted, unless you have given your express consent to the use of your personal data beyond this scope. If cyclical orders are processed within the framework of the contract and cooperation, personal data is stored for the duration of the contract in order to secure and perform the obligations.

4. Sending the newsletter

If you have provided us with your e-mail address for the purpose of sending our newsletter, we will use it until you request the removal of your data from the subscription list. You can unsubscribe at any time by ticking the appropriate text in the field of the received e-mail message with the content of the newsletter.

5. Recruitment of employees.

If you are applying for a job for our company through our website, we use personal data from your CV in order to make personal contact, carry out recruitment and conclude a contract of employment. For this purpose, a consent to use of your personal data and acceptance the data protection statement is necessary. If your application is not successful, we register it together with documents sent during the process of recruitment for a given position and the data provided via the website in our database of candidates

and keep it for at least 12 months, during which time you will have access to them. You must expressly consent to such use of your personal data when submitting your application for the selected position. You can revoke your consent to save the data contained in the application documents at any time.

6. Applications for participation in trainings and webinars

Registration of participation in an event requires providing personal data that will be used for direct communication with the participant, to send a confirmation of participation, information materials, a meeting agenda, an access to online training and a reminder of the upcoming date of the event. We will also use this data to provide information on upcoming events. You can unsubscribe from the list of notification recipients at any time by ticking the appropriate text in the field of the received e-mail.

How are the data of users of our website collected and used?

The **printsystems.pl** website uses cookies. These are small text files sent by a web server and stored by the browser's computer software. When the browser re-connects to the page, the page recognizes the type of device the user connects from. Parameters allow only the server that created the files to read information contained in them. Cookies therefore make the use of previously visited websites easier.

Anonymous information we collect relates to IP address, browser type, language, operating system type, Internet service provider, time and date information, location, and information we send to the website via the contact form.

The data collected is used to monitor and verify how users use our websites in order to optimize and improve the functioning of the website by providing more efficient, trouble-free navigation. We monitor user information using Google Analytics tool, which records user's activity on the website.

Cookies identify the user which allows the content of the website being used to be tailored to user's needs. By remembering user's preferences, it allows for appropriate matching of advertisements. We use cookie files to guarantee the highest standard of convenience of our website, and the data collected is used only within Print Systems in order to optimize our operations.

On our website we use the following cookie files:

- a) cookie files enabling the use of services available under the website, e.g. authentication cookies used for services requiring authentication under the website;
- b) cookie files used for the assurance of safety, e.g. used for detection of wrongdoings within the scope of authorizations under the website;
- c) cookie files, allowing the collection of information on the method of use of the service's websites.

Without the use of cookies

The websites can also be browsed without cookies. If you do not wish us to recognize your computer, please select the "do not accept cookies" option in your browser. As a consequence of not accepting cookies, the functionality of our website may be limited and useful content published on the website may not be available. You can prevent the installation of cookie files by selecting the appropriate settings in your browser. In order to do this, deactivate the function of storing cookies. For more information, please refer to the user's manual for each web browser.

Use of personal data for specified purposes only

We comply with the rules on the use of data for specific purposes: we process and store the personal data of our customers' solely for the purposes for which it was provided to us. Without the express consent of the customer, personal data will not be transferred to third parties unless this is necessary for the performance of the service or contract. We also take very seriously the data protection inside our organization. The employees of Print Systems and third parties contracted by the Company have been obliged to maintain confidentiality and comply with the obligations resulting from the legal conditions concerning the protection of personal data. The Company applies the Policy of Security of Personal Data Processing in accordance with the General Data Protection Regulation.

Right to information and to appeal

At any time, by virtue of the GDPR, you have the right to request the deletion of your personal data or to restrict their processing and to request its transfer without stating any reason. You may also, at any time, request the blocking, rectification or deletion of any collected data or refuse to give your consent to the anonymous collection and storage of data in order to optimize our website. In order to do this, please contact us by email: admin@printsystems.pl.

You may be entitled to additional rights under specific national laws relating to the processing of personal data. For example, if the processing of personal data is subject to the EU General Data Protection Regulation (GDPR) and your personal data is processed on the basis of legitimate interests, you have the right to object to the processing for reasons relating to a particular situation.

Right to lodge complaints

If you believe that the processing of your personal data by Print Systems does not comply with the applicable data protection regulations, you may lodge a complaint:

- directly to Print Systems via email: admin@printsystems.pl
- to the competent data-protection authority, the names and contact details of Data Protection Authorities in the European Union can be found at the following address: http://ec.europa.eu/justice/data-protection/article-29/structure/data-protection-authorities/index_en.htm

Amendments to the Privacy Statement

Print Systems may update this Privacy Statement from time to time. When making changes to this Privacy Statement, Print Systems will place the new date of an update at the top of the page.

In case of any questions or information regarding the protection of your personal data or the processing thereof, we are at your disposal.

Suchy Las, 7 May 2018.