

INFORMATION OBLIGATION CLAUSE UNDER CUSTOMER CONTACT FORM 4 CX

➤ **Contact with the data Administrator**

The administrator of your personal data within the meaning of the General Data Protection Regulation (hereinafter: the Regulation) is 4 cx sp. z o.o. with its registered office in Wrocław (50-381) at 12/5 Marii Curii - Skłodowskiej Street (hereinafter: the Administrator or 4 cx). Contact with the Administrator is possible via the form placed on the website or by writing to the address of the registered office.

➤ **Purposes of personal data processing**

The Administrator processes your data contained in the contact form in order to prepare a response to the indicated enquiry. The scope of the data includes, optionally, your name, surname, telephone number and, optionally, your e-mail address (as part of the channel for forwarding the response). Data processing is based on your consent (initiation of contact with 4 cx) and the legitimate interest of the Administrator (Art. 6(1)(a) and (f) of the General Data Protection Regulation hereinafter: „Regulation”).

➤ **Data provision**

The use of the contact form and the provision of personal data is entirely voluntary. The provision of data will facilitate and expedite contact and the classification of enquiry. Failure to provide data may result in an inability to respond to the enquiry or to provide the data subject with other requested content.

➤ **Period of time we process your personal data**

The Administrator processes personal data for the time necessary to process the request, in turn for the period of the statute of limitations for claims (if applicable). After the expiry of the aforementioned periods, the data are deleted or anonymised.

➤ **Entities to which the Administrator may transfer personal data**

We would like to inform you that in the course of our business, your personal data may be transferred to other entities providing 4 cx with necessary services. These may include, among others, providers of IT or technology services. Personal data may be transferred outside the territory of the European Union, however, each time the Administrator ensures that this will be done in compliance with the provisions of the law and on the basis of an appropriate contract of entrustment containing standard contractual clauses.

➤ **Information on your rights**

The Administrator provides you with the right to access, rectify, request erasure or restrict processing of your data. You may exercise the right to file an objection against the Administrator to the processing of your data and the right to data transfer to another Administrator or exercise the right to file a complaint with a data protection supervisory authority.