

Schedule No. 1 to the Master Subscription Agreement

Information regarding the processing of personal data of persons entitled to Client's representation (member of the board, attorney, proxy) and its employees, coworkers and persons appointed for the contact on behalf of the Client in connection with conclusion and performance of the Master Subscription Agreement.

1. The information clause presented below is intended for those Client's representatives that participate in the process of conclusion of the MSA and Orders, and constitutes the fulfilment of Screen Studio obligation under article 13 of the GDPR towards these persons.
2. The information clause contained in the hereby Schedule No. 1 is also intended for employees, associates and contact persons acting on Client's behalf, whose personal data has not been provided to Screen Studio directly by the indicated persons, but by the Client. The information clause is the fulfilment of the Screen Studio obligation under Art. 14 of the GDPR towards employees, associates and contact persons in connection with the implementation of the MSA and individual Orders, subject to point 3.
3. The Client undertakes immediately after obtaining personal data, but no later than within the time limit indicated in art. 14 sec. 3 GDPR, to provide the persons indicated in point 2 with the information clause.
4. The Client undertakes to document the fulfillment of the obligation referred to in point 3 and to prove the fact of its fulfillment at the request of Screen Studio.
5. The Client shall compensate Screen Studio for all damages, including administrative fines imposed, incurred as a result of breach of the obligations indicated in points 3 and 4 above, upon the Screen Studio's first reasonable request.

Personal Data Controller

Screen Studio: Timpler Adam Pietrasiak, address: ul. Skalskiego, nr 10, lok. 92, 42-500 Będzin, Poland

Purposes and grounds for personal data processing

The purpose of the personal data processing is conclusion and performance of the Agreement with the Client (Orders included), details below:

1. If you are a person representing the Client, the ground for the processing of your personal data is the necessity to perform the Agreement to which the data subject is a party, or to take action at the request of the data subject prior to the conclusion of the Agreement.
2. If you are an employee, associate, a person appointed by the Client to contact in connection with the conclusion and performance of the Agreement, the ground for the processing of your data is the legally justified purpose of the Client and the Screen Studio consisting in the performance of the Agreement by its parties.
3. The purpose and ground for the processing of personal data of persons representing the Client is also the fulfillment of legal obligations incumbent on Screen Studio, in particular in connection with the fulfillment of accounting and tax obligations.
4. The purpose and ground for the processing of personal data of persons who are representatives of the Client is the legitimate interest of Screen Studio consisting in the implementation of marketing of its own services, the need to consider complaints, establishing, defending and pursuing claims, compiling reports, analyzes and statistics for the internal needs of Screen Studio.

Personal data categories

Screen Studio shall process your personal data such as your name, surname, e-mail address, telephone number, job title and any other category of data provided by you or contained in a document authorizing you to act on behalf of the Client.

Duration of the data processing

Screen Studio shall process your personal data for the period necessary to achieve the purposes for which they were collected, i.e. to perform the Agreement concluded between Screen Studio and the Client, to which this clause constitutes a schedule, for the period of its validity, and thereafter for the period resulting from the provisions of law or for the implementation of the legitimate interests of Screen Studio, including: to secure and assert any claims or defend against them, until the expiry of the limitation period for these claims in accordance with the currently applicable regulations. Screen Studio will process your personal data in an Order to fulfill legal obligations arising from, inter alia, the provisions of the Accounting Act for a period of 5 years from the beginning of the year following the financial year in which operations, transactions and proceedings were finally completed, paid off, settled or expired.

Recipients of data

Your personal data may be shared with recipients supporting Screen Studio activities, such as legal service providers, IT, accounting, postal and courier services, authorized employees / associates, subcontractors.

Source of data acquiring

The personal data of persons authorized to represent the client has been provided to us directly by these persons acting in the name of the Client. Personal data of persons participating in the performance of the Agreement have been made available to us by persons representing the Client.

Rights of the data subjects

You have the following rights:

- a) to access the personal data,
- b) to rectify them,
- c) to delete them - in cases and on the terms resulting from the GDPR,
- d) to restrict the processing - in cases and on the terms resulting from the GDPR,
- e) to data portability,
- f) to object,
- g) to withdraw consent at any time, without affecting the lawfulness of the processing of personal data, which was made on the ground of consent before the withdrawal, if the processing is based on consent,

h) to submit a complaint to the authority competent for the protection of personal data (the President of the Personal Data Protection Office); contact details available at: <https://uodo.gov.pl/>

Information on the obligation or voluntary provision of personal data

Providing data is voluntary, but necessary for the conclusion and performance of the Agreement with the Client. Providing data for marketing purposes is voluntary and takes place on the ground of a consent.

Information on data processing outside the EEA

The controller may use service providers from outside the EEA area, which have not been recognized by the European Commission as ensuring an adequate level of personal data protection. The transfer of personal data in such case is carried out on the basis of standard contractual clauses adopted by the European Commission, which are subject to appropriate safeguards in the field of protection of privacy and the rights and freedoms of the persons they concern. A copy of the standard contractual clauses may be obtained from the controller.