

PRIVACY POLICY OF UNBUTTON.PL WEBSITE

1. For the Owner of this website, the protection of the Users' personal data is of the utmost importance. He makes great efforts to ensure that Users feel safe when entrusting their personal data during their use of the website.
2. The User is a natural person, a legal person or an organizational unit without legal personality, to which the law grants legal capacity, using the electronic services available on the website.
3. This privacy policy explains the principles and scope of the processing of personal data of the User, his/her rights and obligations, as well as informs about the use of cookies.
4. The Administrator uses the most modern technical measures and organizational solutions, which ensure a high level of protection of the processed personal data and prevent access by unauthorized persons.

I. PERSONAL DATA ADMINISTRATOR

The Administrator of the personal data is Unbutton Sp. z o.o. with its registered office at Elbląska 67, lok. 201, 01-737 Warsaw, Poland, entered into the Register of Entrepreneurs kept by the REGISTRAR'S COURT FOR THE CITY OF WARSAW in Warsaw, 12th Commercial Division, under KRS number: 0000878701, NIP: 5252848956 (hereinafter referred to as the „Owner”).

II. PURPOSE OF PERSONAL DATA PROCESSING

The Administrator processes User's personal data in order to:

1. Providing answers to enquiries submitted via the website, further contact with customers for the purpose of implementing projects.
2. This means that the data is needed in particular to:
 - a. delivery of goods ordered by the User, preparation of quotations, cost estimates, providing services
 - b. concluding contracts
 - c. to make settlements
3. The User may also agree to receive information about new products and promotions (e.g. by subscribing to newsletter) which will result in the Administrator also processing personal data in order to send the User commercial information regarding, among others, new products or services, promotions or sales.
4. Personal data shall also be processed in order to fulfill Administrator's legal obligations and to perform tasks in the public interest, among others, to perform tasks related to security and defense or to keep tax records.
5. Personal data may also be processed for the purposes of direct marketing of products, securing and asserting claims or protecting against claims of the User or a third party, as well as marketing of services and products of third parties or own marketing, which is not direct marketing.

III. TYPE OF DATA

The Administrator processes the following personal data, sharing of which is necessary in order to respond to requests for quotation sent using the form:

- name and surname;
- e-mail address;
- delivery address (when the delivery is the result of the execution of the order);
- Tax / VAT number (when issuing an invoice for an entrepreneur)

IV. LEGAL BASIS FOR PROCESSING PERSONAL DATA

1. Personal data shall be processed in accordance with the provisions of 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), OJ L 119, 4.5.2016, p. 1-88, hereinafter referred to as the „GDPR“.

2. The Administrator processes personal data only after obtaining the User's prior consent when sending an enquiry via the contact form.

3. The granting of consent for the processing of personal data is entirely voluntary, however, the failure to grant this consent prevents the use of the contact form.

V. USER'S RIGHTS

1. The User may at any time request information from the controller regarding the scope of processing of his/her personal data.

2. The User may at any time request correction or rectification of his personal data.

3. The User may withdraw his/her consent to the processing of his/her personal data at any time, without giving reasons. The withdrawal of consent for all purposes of processing will result in the deletion of all personal data of the User by the Administrator. The withdrawal of consent will not affect the activities already carried out.

4. The User may at any time, without giving reasons, request the Administrator to delete his/her data. The request to delete the data shall not affect the activities already carried out.

5. The User may at any time object to the processing of his/her personal data, both in respect of the all of the User's personal data processed by the Administrator, and also only to a limited extent, e.g. data processing for a specifically indicated purpose. The objection shall not affect the activities performed so far. If lodging an objection, all User data processed up to that point will be deleted by the Administrator.

6. The User may request the restriction of the processing of personal data, either for a certain period of time or without any time limitation, but within a certain scope, which the Administrator will be obliged to comply with. This request will not affect the activities already carried out.

7. The User may request that the Administrator to transfer the processed personal data of the User to another entity. For this purpose, the User shall write a request to the Administrator, indicating to which entity (name, address) the User's personal data shall be transferred and what specific data the User wishes the Administrator to transfer. After the User confirms his/her request, the administrator will transfer the User's personal data in electronic form to the indicated

entity. Confirmation of the request by the User is necessary for the security of the User's personal data and to ensure that the request comes from an authorised person.

8. All requests for limiting the scope of data processing, deleting them or transferring them to another entity shall be reported using the e-mail address **hello@unbutton.pl**.

9. The Administrator shall inform the User about the actions taken, within one month after receiving one of the requests mentioned in the previous paragraphs.

VI. RETENTION PERIOD FOR PERSONAL DATA

1. Personal data shall only be stored for as long as necessary to fulfil the contractual or statutory obligations for which it was collected. The data will be deleted immediately when storage is no longer necessary, for evidential purposes, in accordance with civil law or in connection with a statutory retention obligation.

2. Contract information shall be stored for evidential purposes, for a period of three years, starting from the end of the year in which the business relationship with the User is terminated. Deletion of the data will take place after the expiry of the statutory period of limitation for the assertion of contractual claims.

3. In addition, the Administrator may retain archival information on the concluded transactions, as their storage is related to the User's claims, e.g. under warranty.

VII. ENTRUSTING DATA PROCESSING TO OTHER ENTITIES

1. The Administrator may entrust the processing of personal data to entities cooperating with the Administrator to the extent necessary for the implementation of the transaction, e.g. in order to prepare the ordered goods and delivery of shipments or transmission of commercial information from the Administrator (the latter applies to Users who have consented to receive commercial information).

2. Apart from the purposes stated in this Privacy Policy, personal data of Users will not be in any way made available to third parties or passed on to other entities, in order to send marketing materials of these third parties.

3. Personal data of website Users shall not be transferred outside the European Union.

(4) This Privacy Policy complies with the provisions arising from Article 13(1) and (2) of the RODO Regulation.

VIII. COOKIES

1. The Website uses cookies or similar technology (hereinafter collectively referred to as: "cookies") to collect information about the User's access to the website (e.g. using his computer or smartphone) and his preferences. They are used, among others, for advertising and statistical purposes and to adapt the website to the individual needs of the User.

2. Cookies are pieces of information that contain a unique reference code which a website sends to the User's device in order to store and sometimes track information concerning the device used. Usually they do not allow to identify the User personally. Their main purpose is to better adapt the website to the User.

3. Some of the cookies present on the website are only available for the duration of a given internet session and expire when the browser is closed. Other cookies are used to remember the User, who is recognized on the website after returning to it. They are then stored for a longer period of time.

4. The cookies used on this website are:
_gid, _ga, browserlang, RODOpopup, open, PHPSEID
5. All cookies used on this website are set by the Administrator.
6. All cookies used by this website comply with current European Union Law.
7. Most Users of some mobile browsers automatically accept cookies. If the User does not change the settings, cookies will be stored in the memory of the device.
8. You may change your preference regarding the acceptance of cookies or you may change your browser in order to receive an appropriate notification each time a cookie is set. To change your cookie acceptance settings, please adjust your browser settings.
9. Please note that blocking or deleting cookies may prevent you from taking full advantage of the website.
10. cookies will be used for essential session management, including:
 - a. Recognizing the User who has already visited the website, which allows us to identify the number of unique users who have used the website and allows us to ensure that the website has sufficient capacity for the number of new users;
 - b. Recording information from the User's device, including: cookies, IP address and information about the browser used, in order to be able to diagnose problems, administer and track the use of the website;
 - c. Collect statistical information about how the User uses the site, in order to be able to improve the site and to determine which areas of the site are most popular with Users.