

### Privacy Policy

We respect your personal data and take care of its security with adequate technical, logistical, administrative and physical protection measures. Please read the following information on how we process your personal data.

<b>Data controller</b>	Adwokat Marcin Barczyk – Kancelaria Barczyk (hereinafter: „Firm”), Opolska 110, 31-323 Cracow VAT UE: 9452235344
<b>Contact Details</b>	Postal address: Opolska 110, 31-323 Cracow Email address: <a href="mailto:legal@kancelariabarczyk.com">legal@kancelariabarczyk.com</a>
<b>Purposes and legal basis for processing personal data</b>	Your personal data may be processed for the purpose of: <ul style="list-style-type: none"><li>• performing a contract or taking an action at your request prior to the conclusion of a contract (Article 6(1)(b)GDPR);</li><li>• taking actions that are not necessary for the performance of the contract, but facilitate its performance, such as communicating with you in connection with the performance of the contract, which in the exercise of the Firm’s legitimate interest (Article 6(1)(f)GDPR);</li><li>• asserting or defending contractual claims with you which is in the exercise of the Firm’s legitimate interest (Article 6(1)(f) GDPR);</li><li>• fulfilling controller’s legal obligations, including tax and accounting legislation compliance (Article 6(1)(c) GDPR);</li><li>• direct marketing activities through the information channel of your choice, which are in the exercise of the Firm’s legitimate interest (Article 6(1)(f) GDPR).</li></ul>
<b>Categories of recipients of the personal data</b>	Your personal data may be processed by entities such as: <ul style="list-style-type: none"><li>• individuals and entities cooperating with the Firm in the scope of the Firm’s business activities, including, in particular, attorneys and other law firms;</li><li>• e-mail service providers;</li><li>• hosting and/or cloud services providers;</li><li>• accounting services providers;</li><li>• postal operators and delivery companies;</li><li>• other litigants and the authorities conducting the legal proceedings.</li></ul>
<b>Personal data storage period</b>	Your personal data will be processed: <ul style="list-style-type: none"><li>• for a period of 10 years from the end of the year in which the legal proceedings in which the personal data was collected ended - in case of data processed by attorneys in their professional capacity;</li><li>• throughout the duration of the contract, and after its expiration until the expiry of the statute of limitations for claims related to the agreement (as a rule, a three-year or six-year statute of limitations) and the execution of obligations arising from the law (including tax and accounting legal obligations);</li><li>• in the case of processing of personal data for marketing purposes - until you object to the processing of data for this purpose.</li></ul>
<b>The rights of the data subject</b>	You have the right to request from the controller: <ol style="list-style-type: none"><li>1) access to your personal data;</li></ol>

	<ol style="list-style-type: none"><li>2) rectification and completion of your personal data;</li><li>3) erasure of your personal data;</li><li>4) restriction of processing of your personal data;</li><li>5) object to processing of your personal data;</li><li>6) data portability;</li><li>7) to lodge a complaint to the president of the office for the protection of personal data [prezes urzędu ochrony danych osobowych].</li></ol> <p>Please note that under Article 16a of the Law of May 26, 1982 on the Bar, the rights referred to in items. 1, 4 above, as well as the obligation to inform about rectification or deletion of personal data or restriction of processing, apply only to the extent that they do not violate the attorney-client privilege obligation.</p> <p>At the same time, we note that the right referred to in item. 5 above will not apply to personal data obtained by us in connection with the provision of legal assistance.</p>
<b>Personal data recipients from outside the European Economic Area</b>	We do not transfer your data outside the European Economic Area. If the above should ever change, you will be expressly informed.
<b>Automated decision-making</b>	Your personal data will not be used for automated decision making or profiling purposes.