



PRIVACY POLICY

Dear Customers, Please find below information describing the principles for the processing of personal data obtained in relation to the use of our website <https://www.infinityspace.pl/> hereinafter referred to as the "Site".

I. BASIC INFORMATION

The Administrator of the personal data collected through the Site is: **Infinity Space spółka z ograniczoną odpowiedzialnością** with its registered office in Warsaw (00-867) at Al. Jana Pawła II 27, hereinafter referred to as the "**Administrator**".

1. Contact with the Administrator is possible at the following e-mail address: biuro@infinityspace.pl or telephone number: +48 577 511 588.
2. Any entity using the Site is a "**User**" of the Site.
3. The personal data of the Site User shall be processed by the Administrator in accordance with the applicable legal provisions, in particular in accordance with 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) - hereinafter referred to as "**RODO**".
4. The Administrator guarantees the confidentiality of any personal data provided. The Administrator shall apply appropriate technical and organisational safeguards to ensure that the data are adequately protected from access by unauthorised persons.

II. USER RIGHTS

Any User who has provided the Administrator with his/her personal data through any of the Forms available on the Site may exercise the rights granted to him/her by the RODO:

- the right to access the content of your personal data and to obtain a copy of it (Article 15 RODO),
- the right to request the rectification of your personal data if it is inaccurate or out of date (Article 16 RODO),
- prawo żądania usunięcia danych osobowych (art. 17 RODO),
- the right to request the restriction of the processing of personal data (Article 18 RODO),
- the right to the transfer of personal data (Article 20 RODO),
- the right to object to the processing of personal data on the basis of a legitimate interest of the Controller (Article 21 RODO),
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The right to access and obtain a copy of their data and the right to lodge a complaint with a supervisory authority are always available to the User. Other rights are not absolute and their fulfilment will depend on the fulfilment of the requirements described in Articles 16-21 of the RODO. In order to exercise your rights, please contact us at the email address biuro@infinityspace.pl

III. PROCESSING OF PERSONAL DATA PROVIDED IN THE FORMS

1. **Contact form "Contact us"** - Personal data sent to the Administrator via the Contact Form will be processed in order to answer the question asked. The legal basis for the processing of personal data is the Administrator's legitimate interest consisting in responding to the User's messages and conducting communication with him/her (Article 6(1)(f) RODO). If the User requests the Administrator to provide a commercial offer, his/her personal data will be processed on the basis of Article 6(1)(b) RODO, i.e. activities aimed at concluding a contract undertaken at the request of the data subject. The User's personal data will be processed for the period necessary for the handling of the correspondence. However, if any cooperation or business relationship is established as a result of an enquiry, the storage period of the correspondence and the personal data contained therein will be extended for the duration of the relationship, the conclusion of the contract and the period of limitation of claims arising from the concluded contract. The provision of personal data in terms of name and e-mail address is voluntary but necessary in order to respond to the message sent by the User. The provision of a telephone number is voluntary and serves to expedite contact with the User by telephone, but is not required.
2. **Newsletter** - The data provided to the Administrator when signing up for the Newsletter is used in order to send the User news, information, commercial and marketing materials e.g. about new properties, promotions and events connected with Infinity Space sp. z o.o. business. When subscribing to the Newsletter, the user agrees to receive marketing and commercial content to the e-mail address provided. The legal basis for processing the e-mail address is the legitimate interest of the Administrator (Art. 6(1)(f) RODO), which consists in presenting the marketing and commercial content of Infinity Space sp. z o.o. in connection with the consent given and the Newsletter ordered. The data will be processed for the duration of the Newsletter, or until the User resigns from receiving the Newsletter. The User may unsubscribe from the Newsletter at any time by clicking on the relevant link at the end of each newsletter message which will remove the User's personal data from the Newsletter database. The provision of an e-mail address is voluntary, but necessary in order to subscribe to the Newsletter.
3. **Phone call back (Call back)** - The Administrator provides the User with the opportunity to provide their phone number in order to make a quick phone contact from our website or to arrange a phone call at a specific time. The legal basis for the processing of the telephone number provided by the User is the Administrator's legitimate interest in establishing telephone contact and conducting communication at the User's request (Article 6(1)(f) RODO). Telephone conversations are not recorded. The provision of a telephone number is voluntary, but necessary in order to establish a quick telephone contact from our side or to arrange a telephone call via the form at another time. The provision of any personal data during a conversation is voluntary.
4. **Share your opinion** - A User who would like to post on our Site his/her opinion on the services provided by Infinity Space Sp. z o.o. which he/she has used, can give his/her opinion using a dedicated form. For this purpose, the User provides his/her name and e-mail address. Providing the data is voluntary, but necessary to post their opinion. The legal basis for the processing is the Administrator's legitimate interest (Article 6(1)(f) RODO) to manage opinions on the services and content posted on the Site. The Administrator will process the data until the User objects to the processing of his/her personal data or until the Administrator receives a request from the User to delete his/her opinion. The Administrator reserves the right to use the submitted opinion in anonymous form on the Site for marketing purposes.



IV. RECIPIENTS OF THE DATA

For the proper functioning of the Site and the forms embedded in it, the Administrator uses the services of external entities (e.g. website host, software provider). The provision and implementation of certain services may be related to the need for these entities to process the personal data of the Website Users. The Administrator informs the User that it only uses the services of such processors who provide sufficient guarantees to implement appropriate technical and organisational measures so that the processing meets the requirements of the RODO and protects the rights of the data subjects. Recipients of the User's personal data may be:

1. Hosting providers;
2. Email service provider;
3. EBROS Mariusz Rosa is the provider of the Czater instant messaging service;
4. Supplier of the Newsletter tool.

V. TRANSFER OF PERSONAL DATA TO THIRD COUNTRIES

The Administrator transfers Users' personal data to third countries in connection with the use of third parties who store the personal data entrusted to them on servers located outside the European Economic Area (EEA). The storage of personal data in third countries occurs when the Administrator uses the email service provider Google LLC. The entity uses standard contractual clauses thereby ensuring an adequate level of protection of the personal data processed that is accepted by the European Commission.