

GDPR information clause for clients and contractors

In accordance with Article 13, paragraphs 1 and 2 of the Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 2016, on the protection of natural persons concerning the processing of personal data (GDPR), we inform you that:

1. Data Controller (DC)

The Data Controller of your personal data is Targban Spółka z o.o., ul. Poznańska 630, 05-860 Płochocin, registered in the Business Register at the District Court for the Capital City of Warsaw, XIII Commercial Division, KRS: 0000141459, REGON: 016157522, NIP: 5222504910.

For matters related to personal data protection, you can contact us:

- **E-mail:** RODO@targban.com
- **Address:** ul. Poznańska 98, 05-850 Ożarów Mazowiecki

2. Purposes and Legal Basis for Data Processing

Your personal data may be processed for the following purposes:

- **Order fulfillment and contract execution**
Based on Article 6(1)(b) of the GDPR.
- **Maintaining a phone directory and email database**
Based on Article 6(1)(f) of the GDPR (legitimate interest of the DC, which is ensuring contact with suppliers).
- **Tax settlements and maintaining records**
In compliance with legal obligations based on Article 6(1)(c) of the GDPR and relevant tax laws.
- **Archiving and securing information for evidence purposes**
Based on Article 6(1)(f) of the GDPR (legitimate interest of the DC to secure information in case of disputes).
- **Fulfilling GDPR-related obligations**
Such as maintaining registers and records, based on Article 6(1)(c) and (f) of the GDPR (legitimate interest of the DC in documenting activities related to data protection).

3. Your Rights

You have the right to:

- Access your personal data, rectify, delete, or restrict its processing.
- Object to the processing of your data.
- Request the transfer of your data.
- File a complaint with the President of the Personal Data Protection Office if you believe your data is being processed unlawfully.

4. Data Retention Period

- Data processed based on a contract: retained for the duration of the contract.
- Data for tax purposes: retained for 5 years from the end of the calendar year in which the tax obligation was due.
- Data processed based on consent: retained until the consent is withdrawn.
- Data processed based on legitimate interest: retained until a valid objection is raised.

5. Additional Information

- Your data will not be used for automated decision-making, including profiling.
- Your data may be disclosed to IT service providers, legal firms, security companies, insurance agencies, and tax authorities. We may also be required to share your data with private and public entities based on legal provisions.
- Your data will not be transferred outside the European Economic Area.