

PRIVACY POLICY

CONTENTS OF THE PRIVACY POLICY

This Privacy Policy, hereinafter referred to as the "Policy", contains information regarding the processing of your personal data in connection with the use of the LENSList Platform, in particular it sets out the purposes and legal basis for the processing of your personal data, information about the recipients of your personal data, the period for which your personal data will be stored and a description of your rights as a data subject.

Whenever the Policy refers to:

- 1) Terms of Use, Platform/Website, Service Provider/Administrator, Service, User, User Account, GDPR - it is understood that these terms are used as defined in the "LENSList" PLATFORM TERMS OF USE;
- 2) personal data, processing, controller, processor, recipient, consent, supervisory authority - these terms are understood in accordance with their definitions in the GDPR.

FOR UNREGISTERED USERS

We do not process your data except for the data obtained in connection with the use of cookies on your terminal device.

The details of the processing of these data are set out in [Cookie Policy](#).

If you are an unregistered user who has used the contact form or subscribed to the newsletter, details of the processing of your personal data can be found [here](#).

FOR REGISTERED USERS - USERS

DATA CONTROLLER

The controller of your personal data is Lenslist spółka z ograniczoną odpowiedzialnością with its registered office in Warsaw, ul. Solec 81B /73A, 00-382 Warsaw, entered in the Register of Entrepreneurs kept by the District Court for the Capital City of Warsaw, XII Commercial Division, under KRS number: 0000929279, TIN: 5213944791, with a share capital of PLN 5,000.00.

The Controller can be contacted as follows:

- 1) by traditional mail to the following address:

ul. Solec 81B /73A
00-382 Warsaw

- 2) by email at:

info@lenslist.co

DATA PROTECTION OFFICER

The Controller has appointed a Data Protection Officer and this function is performed by Michal Jarco, e-mail: info@lenslist.co tel.: +48 797799146.

THE PURPOSES AND LEGAL BASIS FOR THE PROCESSING OF PERSONAL DATA

We process your data for the following purposes:

- 1) setting up and maintenance of the User Account, provision of the Service - on the basis of Article 6(1)(b) GDPR;
- 2) issuing and retaining invoices and accounting documents - on the basis of Article 6(1)(c) GDPR, i.e. the necessity to fulfil a legal obligation incumbent on the Controller, in connection with Article 74 of the Accounting Act of 29 September 1994;
- 3) communication using the contact form - on the basis of Article 6(1)(f) GDPR, which is the Controller's legitimate interest;
- 4) establishment, defence and investigation of possible claims that may arise within the relationship between the Account User and the Controller - on the basis of Article 6(1)(f) GDPR, which is the Controller's legitimate interest.

The provision of personal data is voluntary but necessary for the provision of the Service.

The Controller will not make decisions by automated means or profile your personal data.

DATA RETENTION PERIOD

Your personal data retained for the duration of the provision of the Service and thereafter for the period of the statute of limitations for claims or the period necessary to comply with the legal obligations incumbent on the Controller, in particular the retention of accounting records, whichever is longer.

DATA RECIPIENTS

In order to properly provide the Service, the Controller may transfer your personal data to the following recipients of your personal data:

- 1) entities providing IT services, including hosting;
- 2) entities providing accounting, legal, auditing services related to the Controller's activities;
- 3) providers of services aimed at optimising the Platform.

In addition, the Controller will use a trusted payment operator, Stripe, to process payments. Stripe's detailed data processing rules are available on the partner's website at: <https://stripe.com/en-pl/privacy>.

DATA TRANSFER TO A THIRD COUNTRY

The Controller will not transfer personal data to third countries or international organisations.

YOUR RIGHTS

As a data subject, you have the following rights:

- 1) to access your personal data;
- 2) to rectify your personal data;
- 3) to erase your personal data if the basis set out in the GDPR does not apply;
- 4) to restrict the processing of your personal data;
- 5) to object to the processing of your personal data;
- 6) to portability of your personal data.

If you wish to exercise any of the rights referred to above, please contact the Controller ([click here](#)) or the Data Protection Officer ([click here](#)).

If you believe that your personal data is being processed unlawfully, you may also lodge a complaint with the competent supervisory authority. The supervisory authority within the meaning of the GDPR is the President of the Office for the Protection of Personal Data at the address at ul. Stawki 2, 00-193 Warsaw (<https://uodo.gov.pl/pl>).

In addition, we process your personal data obtained in connection with the use of cookies on your terminal device.

Details of the processing of these data are set out in [Cookies Policy](#).

FOR THOSE WHO USE THE NEWSLETTER AND THE CONTACT FORM

DATA CONTROLLER

The controller of your personal data is Lenslist spółka z ograniczoną odpowiedzialnością with its registered office in Warsaw, ul. Solec 81B /73A, 00-382 Warsaw, entered in the Register of Entrepreneurs kept by the District Court for the Capital City of Warsaw, XII Commercial Division, under KRS number: 0000929279, TIN: 5213944791, with a share capital of PLN 5,000.00.

The Controller can be contacted as follows:

- 3) by traditional mail to the following address:

ul. Solec 81B /73A
00-382 Warsaw

- 4) by email at:

info@lenslist.co

- 5) by phone at no:

+48 797 799 146

DATA PROTECTION OFFICER

The Controller has appointed a Data Protection Officer and this function is performed by Michal Jarco, e-mail: info@lenslist.co tel.: +48 797799146.

THE PURPOSES AND LEGAL BASIS FOR THE PROCESSING OF PERSONAL DATA

We process your data for the following purposes:

- 1) to send a newsletter containing commercial information, information promoting the activities of the Controller - on the basis of Article 6(1)(a) GDPR;
- 2) communication using the contact form - on the basis of Article 6(1)(f) GDPR, which is the Controller's legitimate interest;
- 3) establishment, defence and investigation of possible claims - on the basis of Article 6(1)(f) GDPR, which is the Controller's legitimate interest.

The provision of personal data is voluntary but necessary for the provision of the Service.

The Controller will not make decisions by automated means or profile your personal data.

DATA RETENTION PERIOD

Your personal data will be retained:

- 1) in the case of sending the newsletter, until you withdraw your consent to sending the newsletter and then for the period of the statute of limitations for claims;
- 2) if you use the contact form, until the end of the correspondence and then for the period of the statute of limitations for claims.

DATA RECIPIENTS

In order to properly provide the Service, the Controller may transfer your personal data to the following recipients of your personal data:

- 1) entities providing IT services, including hosting;
- 2) entities providing legal, auditing services related to the Controller's activities;
- 3) providers of services aimed at optimising the Platform.

DATA TRANSFER TO A THIRD COUNTRY

The Controller will not transfer personal data to third countries or international organisations.

YOUR RIGHTS

As a data subject, you have the following rights:

- 1) to access your personal data;
- 2) to rectify your personal data;
- 3) to erase your personal data if the basis set out in the GDPR does not apply;
- 4) to restrict the processing of your personal data;
- 5) to object to the processing of your personal data;
- 6) to portability of your personal data;

7) to withdraw your consent to the personal data processing at any time without affecting the legality of the processing, which was made on the basis of consent before its withdrawal.

If you wish to exercise any of the rights referred to above, please contact the Controller ([click here](#)) or the Data Protection Officer ([click here](#)).

If you believe that your personal data is being processed unlawfully, you may also lodge a complaint with the competent supervisory authority. The supervisory authority within the meaning of the GDPR is the President of the Office for the Protection of Personal Data at the address at ul. Stawki 2, 00-193 Warsaw (<https://uodo.gov.pl/pl>).

In addition, we process your personal data obtained in connection with the use of cookies on your terminal device.

Details of the processing of these data are set out in [Cookie Policy](#).

COOKIE POLICY

The Platform you are on uses cookies.

Cookies are small text files that are stored on your terminal device (e.g. laptop, desktop computer, smartphone) during and in connection with your use of the Platform. Cookies may originate from the Controller or from its trusted partners. They are divided into permanent files, which are stored permanently on the end device, and session (temporary) files, which are stored on the end device and the user's browser only during the use of the Platform, and are permanently deleted after the end of the session.

Cookies are used in particular to ensure that users can use the Platform and all its functionalities correctly. These are so-called essential cookies - without permission to install them, it is not possible to use the Platform.

The Controller also uses so-called optional cookies, which are used in particular to collect information about user activity on the Platform, including for statistical, analytical and advertising purposes. It is only possible to collect information using them if the user has given their consent.

The detailed type and scope of information collected in connection with the use of cookies is set out in the following table:

Essential cookies			
Name	Supplier	Purpose	Lifespan
Optional cookies			
Name	Supplier	Purpose	Lifespan

The user gives their consent to the use of cookies during their first visit to the Platform, indicating whether their consent applies to all cookies or only to essential cookies.

The user may change the scope of the consent or withdraw it at any time (via the settings of their browser and terminal device), but this may involve making it more difficult or impossible to use the Platform altogether.

If you are an unregistered user on the Platform, cookies may not collect your personal data. For information on whether your personal data is being collected, please contact the Controller or the designated Data Protection Officer.

If you are a user registered on the Platform and through cookies the Controller collects your personal data, the Controller processes it in accordance with the information indicated in the Privacy Policy.