

PRIVACY POLICY

I. DEFINITIONS

The terms written with a capital letter should be understood according to the definitions below:

- a. "Administrator" – Malifex Polska LIMITED LIABILITY COMPANY based in Krakow, at Szewska 9 Street, registered in the Register of Entrepreneurs of the National Court Register under the number KRS 0000393665, NIP: 6760064345. Correspondence address: Szewska 9, 31-009 Krakow.
- b. "Privacy Policy" – this document.
- c. "Registration" – the process of creating an account by completing and confirming the registration form in accordance with the instructions provided by the Operator.
- d. "GDPR" – Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons concerning the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).
- e. "Service" – the online service operated by the Administrator.
- f. "Electronic Service" – a service provided electronically as defined by the Act of 18.07.2002 on the provision of electronic services.
- g. "User" – a natural person who uses the Service.

II. GENERAL PROVISIONS

- a. In order to protect the right to privacy of Users of our services and to comply with legal requirements, Malifex Polska Sp. z o.o., based in Krakow (hereinafter also referred to as "Administrator"), publishes this Privacy Policy, explaining and informing about the way personal data obtained from Users of the Service is processed and secured when using the Service or other Services provided by the Administrator.
- b. The Privacy Policy applies to all Users of the Services provided by the Administrator, as well as all visitors to websites and users of mobile applications, whether or not they are subscribers of the Services.
- c. The conditions for providing specific services may separately regulate the rules for processing personal data. Such detailed conditions may be superior or supplementary to the provisions of this Privacy Policy.
- d. Before using the Service or completing registration, the User should read this Privacy Policy.

- e. This document applies only to the Service managed by Malifex Polska Sp. z o.o.
- f. The Administrator is not responsible for links placed in the Service that allow Users to directly access websites not managed by Malifex Polska Sp. z o.o.
- g. If the User follows a link to external websites or services of other entities, the User should read the privacy policies of those entities.
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III. DATA CONTROLLER

1. The data controller of the User's personal data is Malifex Polska LIMITED LIABILITY COMPANY, based in Krakow, registered in the Register of Entrepreneurs maintained by the District Court for Kraków-Śródmieście in Krakow, XI Economic Department of the National Court Register under the number KRS 0000192457, NIP: 6760064345, REGON: 350548729, with a share capital of PLN 905,000.00.
 2. The Administrator processes personal data in accordance with applicable legal regulations, including Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons concerning the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (commonly referred to as "GDPR").
 3. Questions, requests, and comments regarding the Privacy Policy and the processing of the User's personal data by the Administrator should be directed electronically to the email address: marek@residence9.pl or in writing to: Szewska 9, 31-009 Krakow.
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IV. DATA COLLECTED BY THE ADMINISTRATOR

1. The Administrator allows the use of the Service without requiring registration or login and without the User providing personal data.
2. During the use of the Service, the Administrator does not collect any personal data except for information sent by the browser that is necessary to ensure technical access to the Service. This information includes:
 - o IP address,
 - o date and time of request,
 - o request content (Service domain),
 - o domain of the website from which the request originated,
 - o type, language, and version of the browser,
 - o type and version of the operating system,
 - o technical data of the end device (e.g., computer, phone).

These data, contained in so-called system logs, are used by the Administrator to improve the Service, tailor it to the needs of Users, and more efficiently eliminate detected malfunctions in the Service. These data also allow managing server properties to meet volume requirements. This information is not used to identify the User.

3. The Administrator may process Users' personal data when they use the Service or interact with it (e.g., by submitting information through an interactive form).
4. The Administrator collects User data during registration – creating a customer account in the Service in connection with providing Services. To access the Services offered through the Service, registration by completing the registration form is required. Providing data is voluntary, but the failure to provide some data may prevent the implementation or use of certain Services.
5. If the User uses mobile applications provided by the Administrator, data such as information about the device used to access the application, including the mobile device identifier, User ID, type and version of the operating system, and other data (depending on the User's consent) may be collected.
6. The Administrator may also process other data provided by the User if necessary to perform concluded contracts and provide services, contact, and respond to User inquiries.

V. PURPOSES AND LEGAL BASIS FOR DATA PROCESSING

The Administrator may process Users' personal data based on the following legal grounds as provided by GDPR:

a. **Consent** In cases where the User is asked to consent to the processing of personal data, or when the User voluntarily provides their personal data to the Administrator (e.g., by filling out a non-mandatory form field), the legal basis for processing personal data is Article 6(1)(a) of the GDPR. Giving consent is always voluntary. The User may withdraw the given consent at any time. However, the withdrawal of consent does not affect the lawfulness of the processing carried out based on consent before its withdrawal. The User's consent is collected for the Administrator to share electronic data automatically collected through cookies and to process this data for profiling and displaying personalized advertisements on and outside the Service.

b. **Contract Performance** The Administrator may also process the User's personal data due to the process of entering into contracts and subsequently fulfilling contracts concluded with the User, including contracts related to the use of Services. This is based on Article 6(1)(b) of the GDPR. If a User creates an account in the Service or uses other Services through the Service or a mobile application, the User enters into a contract for the provision of electronic services. When creating an account or placing an order (including via a form), the Administrator informs the User about which personal data is necessary for the provision of Services and which is optional.

c. **Legal Obligation** The Administrator may process Users' personal data under Article 6(1)(c) of the GDPR due to the necessity of fulfilling legal obligations. This includes situations where data (including storage) must be processed due to issued invoices for accounting and tax purposes.

d. **Legitimate Interest** The Administrator may also process personal data based on Article 6(1)(f) of the GDPR when it is necessary for purposes arising from the legitimate interests pursued by the Administrator. Based on a legitimate interest, the Administrator may process Users' personal data for direct marketing of its products and services. In such a situation, it is justified to tailor marketing content to Users' interests. On the same basis, the Administrator may process personal data to conduct analyses related to the sales of products and the use of

services provided by the Administrator. A legitimate interest is also the improvement of the Administrator's services. The Administrator may also process personal data for the purpose of pursuing claims and defending against claims and administrative/criminal liability, as well as for evidentiary and archival purposes. Based on a legitimate interest, the Administrator may process User data to ensure the security of provided services and IT systems, session security, and fraud detection in the Service. Under legitimate interest, the Administrator also provides social media features in its services (e.g., "Like" buttons) and shares selected User data with the operators of these services. A legitimate interest in this case is to enhance the attractiveness of the Service.

VI. DATA SHARING

1. The Administrator may share Users' personal data only when there is a legal basis for doing so, including upon request by entities authorized under legal provisions or when necessary to provide services offered by the Administrator (e.g., with entities providing services for the Administrator).
 2. The User's personal data may be shared upon request of public authorities or other entities authorized to access such data under legal provisions, especially when necessary to ensure the security of the Administrator's systems or the rights of other Users.
 3. Entities providing services for the Administrator (including service providers to Users) may access the User's personal data, such as IT service providers, subcontractors, analytics and market research entities, email campaign providers, advertising agencies, law firms, debt collection agencies, payment service providers, and banks.
 4. The Administrator does not transfer User data outside the European Economic Area or to international organizations unless required by law.
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VII. USER RIGHTS

Users have the following rights concerning their personal data processed by the Administrator:

1. **Right to access personal data** – Upon request, the Administrator will inform the User what personal data is being processed and provide a copy of such data.
2. **Right to rectify personal data** – If the User's personal data is incorrect or incomplete, the User may request its correction or completion.
3. **Right to delete personal data** – In certain situations, the User may request the deletion of personal data processed by the Administrator (e.g., when the data is no longer needed for service provision).
4. **Right to restrict processing of personal data** – The User may request that the Administrator temporarily suspend the processing of their data (e.g., to stop sending marketing information to a given email address) under specific circumstances. For example, the User may request a restriction on the processing of their personal data when they object to processing or question the accuracy of the data. Despite the restriction, the Administrator may still store personal data.

5. **Right to data portability** – In certain cases (e.g., regarding data processed based on consent), the User has the right to receive the personal data processed by the Administrator in a structured, commonly used, and machine-readable format to transfer it to another data controller.
 6. **Right to withdraw consent** – If personal data processing is based on the User's consent, they may withdraw it at any time. However, withdrawal does not affect the lawfulness of data processing carried out based on consent before its withdrawal.
 7. **Right to object to data processing** – The User may request that the Administrator stop processing their personal data due to a particular situation when: a. The Administrator processes the User's data based on its legitimate interest or that of a third party, unless those interests override the User's rights and freedoms; b. The User's personal data is processed for direct marketing purposes; c. Data processing includes automated decision-making concerning the User, including profiling.
 8. **Right to file a complaint** – The User has the right to lodge a complaint with the President of the Personal Data Protection Office regarding the processing of their personal data by the Administrator.
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IX. PROTECTION OF PERSONAL DATA

- a. The information provided by Users is processed and stored with appropriate security measures in accordance with GDPR and Polish law. Data is processed in a controlled environment while maintaining high protection standards.
 - b. The Administrator secures Users' data against unauthorized access, use, or disclosure. Without legal grounds, including requests from authorized authorities, no access is granted nor information transferred.
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X. PROCESSING OF CHILDREN'S DATA

- a. The Services offered through the Service are intended for individuals over the age of 18. Therefore, the Administrator does not knowingly process the personal data of children.
 - b. If the Administrator becomes aware that it is processing the personal data of individuals under 18 without the consent of their legal guardians, appropriate steps will be taken to delete such data as soon as possible.
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XI. CHANGES TO THE PRIVACY POLICY

- a. The Administrator places a link to the current Privacy Policy in the footer of the Service.
- b. The content of the Privacy Policy may change. Each update will be published on the website <https://residence9.pl>.