

Information Clause for Clients and Business Partners

Pursuant to Article 13 of the Regulation (EU) No. 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) (OJ L EU of 2016, No. 119, p. 1, as amended) – “**RODO**”, and for the purpose of providing you with information regarding the processing of your personal data by the Joint Controllers, we hereby inform you that:

1. The Joint Controllers of your personal data are:
 - a) ROMET sp. z o.o. with its registered office in Podgrodzie, Podgrodzie 32c, 39-200 Dębica (“**Joint Controller 1**”);
 - b) BIKE MOTO CENTER sp. z o.o. with its registered office in Rzeszów, ul. Przemysłowa 3, 35-105 Rzeszów (“**Joint Controller 2**”);
 - c) ZIPP SKUTERY Sp. z o.o. with its registered office in Przasnysz, ul. Leszno 40, 06-300 Przasnysz (“**Joint Controller 3**”)hereinafter collectively referred to as the “**Joint Controllers**”.
2. The Joint Controllers have designated contact points which you may communicate with regarding matters concerning the processing of your personal data, by making a written, e-mail or telephone request:
 - a) Joint Controller 1: Podgrodzie 32c, 39-200 Dębica, e-mail: rodo@romet.pl, phone +48 146848100;
 - b) Joint Controller 2: ul. Przemysłowa 3, 35-105 Rzeszów, e-mail: rodo@bikemoto.pl, phone: + 48 602470677;
 - c) Joint Controller 3: ul. Leszno 40, 06-300 Przasnysz, e-mail: rodo@zipp.pl, phone: + 48 795525079.
3. The Joint Controllers have also appointed a Data Protection Officer (“**Officer**”)whom you may contact regarding any matters relating to the protection and processing of personal data, including the exercise of your rights in relation to the personal data processing. The Officer can be contacted by a letter sent to: Romet sp. z o. o., Podgrodzie 32c, 39-200 Dębica with a note which reads: “**PERSONAL DATA**” or electronically at the following e-mail address: rodo@romet.pl or by phone: +48 146848101.
4. Your personal data shall be processed for the following purposes:
 - a) the conclusion and performance of a contract, agreement or order – pursuant to Article 6(1)(b) of the GDPR;
 - b) to fulfil the legal obligations of the Joint Controllers – pursuant to Article 6(1)(c) of the GDPR;
 - c) analytical and statistical purpose, based on the legitimate interest of the Joint Controllers – pursuant to Article 6(1)(f) of the GDPR;
 - d) the establishment or assertion of possible claims or the defence against such claims by the Joint Controllers – pursuant to Article 6(1)(f) of the GDPR;
 - e) marketing purposes – on the basis of freely given consent, pursuant to Article 6(1)(a) of the GDPR.
5. In connection with the performance of a contract, agreement or order, the Joint Controllers shall process the following personal data: company name, first and last name, company address, contact details, PESEL, NIP and REGON numbers, bank account number, website address.
6. Your personal data may be forwarded to public authorities entitled to receive such data under the law, such as tax authorities, the Police, courts or bailiffs.

7. Your personal data may be transferred to entities to whom the Joint Controllers outsources the processing of personal data, namely, but not limited to:
 - a) entities providing IT services and maintenance of IT systems;
 - b) entities providing data archiving services;
 - c) transport and courier companies or postal operators;
 - d) banks;
 - e) entities providing legal, settlement or tax assistance to the Joint Controllers.
8. Your personal data:
 - a) processed in connection with the conclusion and performance of a contract, agreement or order shall be processed for the term necessary for the performance of the contract or agreement or order as well as for the period during which it shall be possible to pursue claims in relation to its performance;
 - b) processed for the purpose of complying with the Joint Controllers' legal obligations shall be processed until the expiry of the legal obligations;
 - c) processed for marketing purposes shall be processed until you withdraw your consent or object to such processing.
9. Your personal data shall not be processed automatically including in the form of profiling.
10. Personal data may be transferred outside the European Economic Area, but only to entities established in countries which, in accordance with the decision of the European Commission, ensure an adequate level of personal data protection and to entities established in the United States of America which are signatories to the Privacy Shield programme or to entities with which the Controller has concluded standard contractual clauses approved by the European Commission and which take all necessary steps to ensure the security of personal data processing.
11. You have the right to demand access to the content of your personal data and the right to rectify it, to demand that it be erased, to restrict its processing. You also have the right to data portability, the right to object, and the right to withdraw your consent at any time. Withdrawal of the consent shall not affect the lawfulness of processing which was carried out on the basis of the consent before its withdrawal. To exercise the above rights, you should address your request to the contact point designated by the Joint Controllers, at the contact details indicated in item 2 above.
12. If you consider that the processing of your personal data violates the provisions of the GDPR, you have the right to lodge a complaint with the supervisory authority of the President of the Personal Data Protection Office.
13. The provision of your personal data is voluntary, but necessary for the purpose of concluding and performing the contract, agreement or order, and the handling of cooperation between you and the relevant Joint Controller. The consequence of failing to provide data is that the Joint Controllers shall be unable to carry out the above activities (for example, failure to provide data may result in the impossibility of completing a contract or order).