

**INFORMATION ON THE PROCESSING OF PERSONAL DATA BY PRO MEDIA Z O.O.  
SPÓŁKA WITH REGISTERED OFFICE IN PRZYSIEKA POLSKA**

In connection with the obligations arising from the provisions on the protection of personal data, including Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46 / EC - general regulation on the protection of personal data (Journal of Laws UE L 119/1 of May 4, 2016) (hereinafter referred to as "GDPR") and the Act of May 10, 2018 on the protection of personal data (Journal of Laws of 2018, item 1000, as amended), we kindly inform you that the company Pro Media Limited Liability Company based in Przysieka Polska (st. Główna No. 34, 64-030 Śmigiel) (hereinafter referred to as "Pro Media" or "the Company") processes information, which may be personal data, on the terms described below.

Below you will find information for what purpose your personal data is processed by Pro Media and what rights you have in relation to their processing.

According to Art. 13 GDPR, Pro Media informs that:

1. The administrator of your personal data (hereinafter: "Administrator") is Pro Media Z O.O. Spółka with its registered office in Przysieka Polska, street Główna 34, 64-030 Śmigiel, REGON: 301985780, NIP: 6981834764, entered into the Register of Entrepreneurs kept by the Court District Court Poznań - Nowe Miasto i Wilda in Poznań, IX Commercial Division of the National Court Register, under KRS number: 0000404248.
2. The Administrator can be contacted in writing (address: Główna 34, 64-030 Śmigiel) or by e-mail at [rodo@kubki.com.pl](mailto:rodo@kubki.com.pl)
3. Your personal data is processed on the basis of art. 6 sec. 1 lit. b GDPR, i.e. based on the necessity of processing for the performance of a contract to which the data subject is a party, or to take action at the request of the data subject, prior to entering into a contract, and pursuant to art. 6 sec. 1 lit. f GDPR, i.e. based on the necessity of processing for purposes arising from legitimate interests pursued by the Administrator or by a third party.
4. The legitimate interests pursued by Pro Media consist in offering advertising agency services to clients, including the provision of printing services, and other services specified in the register of entrepreneurs according to the PKD classification. The processing of personal data referred to above is within the scope of Pro Media's business activities. Data processing is necessary for Pro Media to provide services for its customers. Your personal data is also processed to provide comprehensive economic information as part of the products offered by Pro Media, as well as for statistical purposes.
5. The administrator processes your personal data to the extent that they are made available by you on the basis of contracts concluded in connection with running a business by Pro Media. In addition, this information may come from publicly available sources, i.e. from the register of entrepreneurs of the National Court Register (KRS), the Central Statistical Office (GUS).
6. Pro Media does not process special categories of personal data or personal data relating to criminal convictions and violations of law or related security measures.
7. Your personal data will not be disclosed to other entities, except for entities authorized by law. Access to your data will be granted to persons authorized by the Administrator to process them as part of their official duties.
8. Your personal data will not be transferred to recipients in third countries.
9. Your personal data will be processed by Pro Media for the period necessary to implement the legitimate interests of Pro Media referred to in point. 4 above.

10. In connection with the processing of your personal data, you have the right to:
  - a. requests from the Administrator to access your personal data,
  - b. requests from the Administrator to correct your personal data,
  - c. requests from the Administrator to delete your personal data,
  - d. requests from the Administrator to limit the processing of your personal data,
  - e. object to the processing of your personal data,
  - f. transferring your personal data,
  - g. Lodge a complaint to the supervisory body - the President of the Office for Personal Data Protection, (st. Stawki 2, 00-193 Warsaw).
11. You can exercise the rights indicated in point 11 above by:
  - a. e-mail contact at: [rodo@kubki.com.pl](mailto:rodo@kubki.com.pl)
  - b. written contact, address: Przysieka Polska, st. Główna no. 34, 64-030 Śmigiel.
12. Providing your personal data is a condition for starting cooperation and possibly concluding a contract as part of running a business by Pro Media. If they are not provided, Pro Media will not have the information necessary to perform the contract in question. Lack of information will result in the inability to properly implement the cooperation and perform the above-mentioned contract by Pro Media.
13. The administrator makes every effort to provide all means of physical, technical and organizational protection of personal data against accidental or deliberate destruction, accidental loss, alteration, unauthorized disclosure, use or access, in accordance with all applicable regulations..
14. Your data will not be processed in an automated manner and will not be profiled.
15. Your personal data are processed electronically and manually, in accordance with the methods and procedures related to the purposes of processing referred to in point 4 and 5 above.