

PRIVACY POLICY

SelfExpo sp. z o.o.

Effective from: February 4, 2026

1. General Provisions

This Privacy Policy defines the principles of processing and protecting personal data provided by Users in connection with using services provided by SelfExpo sp. z o.o.

Personal Data Controller:

SelfExpo sp. z o.o.

ul. Cedro Mazur 7

25-351 Kielce, Poland

Tax ID (NIP): 6572978253

Company Registration Number (KRS): 0001030886

Statistical Number (REGON): 525077482

E-mail: info@selfexpo.eu

Phone: +48 500 571 517

Personal data protection is carried out in accordance with the requirements of generally applicable law, including Regulation (EU) 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 (GDPR) and the Polish Personal Data Protection Act of 10 May 2018.

2. Types of Personal Data Processed

The Controller may process the following categories of personal data:

- identification data (name, surname)
- contact data (e-mail address, phone number, correspondence address)
- employment-related data (position, company name)
- data related to contract performance (invoice data, bank account number)
- technical data (IP address, browser type, operating system)
- data concerning correspondence with the Controller

3. Purposes and Legal Bases for Data Processing

The Controller processes personal data for the following purposes and on the following legal bases:

Purpose of Processing	Legal Basis
Performance of concluded contracts	Art. 6(1)(b) GDPR – processing is necessary for the performance of a contract
Accounting and fulfillment of tax obligations	Art. 6(1)(c) GDPR – compliance with a legal obligation
Direct marketing of products and services	Art. 6(1)(f) GDPR – legitimate interest of the Controller
Responses to inquiries submitted via contact form or e-mail	Art. 6(1)(f) GDPR – legitimate interest of the Controller
Establishment, exercise or defense of legal claims	Art. 6(1)(f) GDPR – legitimate interest of the Controller
Marketing of third-party products and services	Art. 6(1)(a) GDPR – consent of the data subject

4. Data Retention Period

Personal data is stored for the following periods:

- in case of contract performance – for the duration of the contract and after its termination for the period required by law, in particular tax and accounting regulations (up to 5 years from the end of the year in which the tax payment deadline expired)
- in case of granted consent – until its withdrawal, and after consent withdrawal for the limitation period of potential claims
- in case of processing for direct marketing purposes – until an objection is raised
- in case of correspondence – for the period necessary to provide a response, and then for the limitation period of claims

5. Recipients of Personal Data

Personal data may be transferred to the following categories of recipients:

- entities providing courier, postal and logistics services
- entities providing accounting, legal and advisory services
- entities providing IT, hosting services and related to IT system maintenance
- banks and payment operators to the extent necessary to carry out transactions
- public authorities and state institutions, if such obligation results from legal provisions
- business partners with whom the Controller implements joint projects

Personal data is not transferred to third countries or international organizations.

6. Rights of Data Subjects

The data subject has the following rights:

1. **Right of access to data** – the right to obtain confirmation as to whether the Controller processes personal data and the right to obtain a copy of such data
2. **Right to rectification of data** – the right to request correction of inaccurate or completion of incomplete data
3. **Right to erasure of data** ("right to be forgotten") – in cases specified in Art. 17 GDPR
4. **Right to restriction of processing** – in cases specified in Art. 18 GDPR
5. **Right to data portability** – the right to receive data in a structured, commonly used, machine-readable format and to transmit it to another controller
6. **Right to object to processing** – in cases where processing is based on the legitimate interest of the Controller
7. **Right to withdraw consent** – at any time, if processing is based on consent, without affecting the lawfulness of processing carried out before its withdrawal
8. **Right to lodge a complaint with a supervisory authority** – the President of the Personal Data Protection Office (ul. Stawki 2, 00-193 Warsaw, Poland), if the person believes that the processing of their data violates GDPR provisions

To exercise the above rights, please contact the Controller using the contact details specified in section 1.

7. Data Security

The Controller applies appropriate technical and organizational measures ensuring the security of processed personal data, including in particular:

- protection against unauthorized access to data
- encryption of connections and data transmission
- regular archiving and backup creation
- access control to premises and IT systems
- training of employees in personal data protection
- use of up-to-date security software

8. Cookies and Tracking Technologies

The Controller may use cookies and similar technologies to collect information about user activity on the website for statistical, functional and marketing purposes. Detailed information regarding the cookie policy is available in a separate document.

9. Profiling and Automated Decision-Making

The Controller does not make decisions in an automated manner, including profiling, which produces legal effects or similarly significantly affects the data subjects.

10. Obligation to Provide Data

Providing personal data is:

- voluntary, but necessary to establish contact or use the Controller's services
- mandatory to the extent required by law (e.g., invoice data)
- a condition for concluding and performing a contract

The consequence of not providing personal data may be the inability to perform the contract, provide a response to an inquiry, or provide services.

11. Changes to the Privacy Policy

The Controller reserves the right to make changes to the Privacy Policy. Users will be informed about any changes through the publication of a new version of the policy on the website with the date of the update. Changes take effect on the date of publication.

12. Contact Regarding Data Protection

If you have any questions regarding personal data processing or exercising your rights, please contact us:

E-mail: info@selfexpo.eu

Correspondence address: SelfExpo sp. z o.o., ul. Cedro Mazur 7, 25-351 Kielce, Poland

Phone: +48 500 571 517

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