

# VIRTUTE MARIS COOKIES AND PRIVACY POLICY

## Cookies Policy

### Legal information

#### *How do we handle your data?*

We are committed to treat your data with care and diligence. We strictly comply with relevant regulations, in particular 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"). We do not violate your personal rights in any way.

#### *Data Controller*

Your personal data which is collected as result of your use of our websites is controlled by: Virtute Maris Sp. z o. o., registered office in Warsaw (Warszawa 02-777, al. KEN 55/80, Polish National Court Register Number [KRS]: 0000760148, Tax Number [NIP]: 9512474183, Statistical Number [REGON]: 381912349, e-mail address: info@virtutemaris.pl), hereinafter referred to as "Data Controller", which is also the Provider.

The Customer's personal data will be processed in compliance with the Polish Personal Data Protection Act and the Electronic Services Act. The Controller takes due care in order to protect interests of data subjects, and in particular will ensure that the data collected by the Controller is:

- processed lawfully;
- collected for specific and legitimate purposes, and not processed further in a way that would contradict such purposes;
- essentially correct and adequate considering the purposes of the processing, and kept in a form permitting identification of data subjects, however for not longer than necessary in order to achieve the purposes of the processing.

#### *Consent*

If you are the party providing us with your personal data, you consent to collection and use of such data in compliance with the data protection laws in force, in particular GDPR (according to Article 6(1)(a) of GDPR). The personal data will be treated with confidentiality. You can withdraw your consent at any time, hence stopping the use of the personal data that has been processed based on such consent. However, withdrawal of your consent will not affect the lawfulness of any such processing carried out based on your consent before it is withdrawn. Other grounds for the processing of your personal data are included in the Data Protection Notice.

#### *Exceptions*

We use information received as a result of normal use of our websites and collect such information exclusively in Virtute Maris Sp. z o.o. We do not plan to use the data for the

purpose of identifying any individuals. An exception is use of our websites or other actions that could be considered an attack that meets the criteria of a criminal offence or that prevents or disrupts the functioning of our websites.

#### *External links*

Our websites can contain external links to other websites. We are not liable for regulatory data protection compliance or content of such other websites. We recommend careful review of data protection policies that are specified in the external link websites you visit.

#### *Copyright*

The content of Virtute Maris websites is protected by copyright. Virtute Maris Sp. z o.o. allows you to read and download any content of its websites solely for your own and individual use and not for any commercial purposes. Any further use rights can be granted only based on an appropriate licence agreement made with Virtute Maris Sp. z o.o. Linking to other websites is permitted only with consent of Virtute Maris Sp. z o.o.

#### *Downloading*

You can download applications and files at your own risk. Virtute Maris Sp. z o.o. is not liable for any damage resulting from installation or use of such software or files from *Download*. Despite ongoing anti-virus control, our liability under legal regulations for any damage or disruption caused by viruses is hereby waived.

#### *Guarantee*

The information contained in Virtute Maris websites is prepared with diligent care. Virtute Maris Sp. z o.o. does not grant any guarantee as to its completeness, accuracy, quality or fitness for any specific purposes. Use of our websites and their contents is at the user's own risk.

#### *Trademarks*

No third parties are allowed to use or apply any trademarks or logos that available on our websites.

#### *Analytics*

This website uses Google Analytics which is a web analysis service provided by Google, Inc. ("Google"). Google Analytics uses "*cookies*" which are text files placed on your computer to help the website understand how users take advantage of the website. The information generated by the cookies about the use of the website (including IP address) will be transmitted to and stored by Google on servers in the United States. Google will use such information for the purpose of evaluating how a user uses the website, preparing website activity reports for website operators, and providing other services relating to website activity and the use of the Internet. Google can also transmit such information to third

parties, if required to do so by law, or if such third parties process the information on behalf of Google. Google will not associate your IP address with any other data held by Google. You may refuse cookies by selecting appropriate settings in your browser, however in such case you could be prevented from using the full functionality of this website. You can also prevent cookies from collecting your data for Google and other data related to your use of the website (including IP address), as well as Google's processing of such data, by following this link: <http://tools.google.com/dlpage/gaoptout?hl=pl> Download and install a browser plug-in.

Other information on personal data protection and data subject rights

Other information related to the processing of your personal data, its protection and your rights related to the processing can be found in the Data Protection Notice below.

## Privacy Policy

### *Personal data collecting*

1.1 We inform you that we collect personal data when you use our website. Personal data means all data that concerns you personally, such as the full name, address, e-mail addresses, user behaviour.

1.2 The entity responsible for the processing of the personal data (According to Article 4(7) of General Data Protection Regulation – GDPR), is the following data controller: Virtute Maris Sp. z o. o., registered office in Warsaw (Warszawa 02-777, al. KEN 55/80, Polish National Court Register Number [KRS]: 0000760148, Tax Number [NIP]: 9512474183, Statistical Number [REGON]: 381912349, e-mail address: [info@virtutemaris.pl](mailto:info@virtutemaris.pl)).

1.3 If we use third-party contract providers of individual features in our website or would like to use the data for advertising purposes, we will inform you of such individual cases. Based on that we will also determine the parameters of the data storage period.

### *Data subject rights*

2.1 You have the following rights in relation to your personal data:

- the right to request access to your personal data;
- the right to rectify the personal data or have it erased;
- the right to restrict the processing of your personal data;
- the right to object to the processing of your personal data;
- the right to withdraw your data processing consent at any time – to the extent your data has been processed based on such consent, however without any effect on the lawfulness of the processing carried out beforehand on the basis of your consent;
- the right to move your personal data.

2.2 You also have the right to lodge a complaint against us with a competent supervisory authority whenever you suspect that we have been processing personal data unlawfully.

### *Personal data collecting during website use*

3.1 If you are using the website for purely informational purposes, namely you do not register on the website or provide us with any information, we will only collect personal data which your browser sends to our server. If you wish to browse through our website, please be informed that we collect the following data that is technically necessary in order to display our website and ensure its stability and safety (based on Article 6(1)(f) of GDPR):

- IP address;
- date and time of request;
- time zone difference from GMT (universal time);
- request content (specific page);
- access status / HTTP status code;

- every data volume transmitted;
- requesting source website;
- browser;
- operating system and interface;
- browser language and software version.

3.2 In addition to the above data, cookies will be stored on the user's computer during use of our website. Cookies are small text files stored on your hard drive, assigned to a given browser and used to obtain certain content that is defined in a cookie (here: by us). Cookies are not able to launch any software or transmit any virus to your computer. Cookies are what makes the online experience more user-friendly and effective. To the extent described above your data is necessary for us to pursue our legitimate interests of the data controller that are described above.

### 3.3 Cookies:

a) This website uses the following cookie types, scope and functionality:

- temporary cookies (see point b),
- permanent cookies (see point c).

b) Temporary cookies are automatically deleted once you close your browser. They include *session cookies* but not only. Session cookies store *session identifiers* thanks to which different browser requests can be assigned to the same session. It allows recognising a given computer whenever you return to our website. Session cookies are deleted when you log out or close the browser.

c) Permanent cookies are automatically deleted only after a certain time which varies depending on a cookie. You can delete cookies at any time in the browser security settings.

d) You can configure your browser settings according to your preferences or refuse third-party cookies or all cookies. However, it could prevent your access to certain features of this website.

### *Contact form*

When you contact us via e-mail or the contact form, the information you provide (your e-mail address, your full name and telephone number, if applicable) will be stored by us so that we can answer your questions. We will delete such data after a certain time when its storage is no longer required, or we will restrict processing of such data to the extent there are statutory requirements on data storage.

The legal basis for the processing of data provided through an email is Article 6(1)(f) of GDPR. If email contact serves the purpose of making a contract with us, then there will be an additional legal basis applicable in such event (Article 6(1)(b) of GDPR). You provide us with the above personal data on voluntary basis, however the data is necessary for the purposes of the processing as well as for communication with you about a given issue, and in the case of contact related to conclusion of a contract, the data will be necessary in order to make

arrangements towards the contract. Failure to provide such data will prevent achievement of these purposes and could leave your issues unattended.

### *Newsletter*

7.1 If we receive your e-mail address in relation to purchase of services or goods, and you have not objected to the use of your e-mail address, we will inform you about similar goods or services in the future.

The legal basis for such processing of your personal data is Article 6(1)(f) of GDPR. Your provide the personal data on voluntary basis, however the data is necessary to allow us to send you a newsletter. Failure to provide the data will prevent sending the newsletter to you.

You can withdraw your newsletter consent at any time and unsubscribe from the related service. You can withdraw the consent by clicking on a link which will be contained in every newsletter, or by sending an email to [info@virtutemaris.pl](mailto:info@virtutemaris.pl) or a message to an address which is stated in Contact tab.

7.2 In all other cases, we will send you our newsletter only once you have agreed to receive it. Our newsletter informs about our current and interesting offers. The promoted goods and services are listed in the notice.

Newsletter registration is subject to your double consent. It means that once you have registered, you will receive an email to your stated address and in that email we will ask you to confirm your wish to receive the newsletter. We also store your IP address as well as times of your registration and confirmation. The purpose is to confirm your registration and, if necessary, to inform you about possible abuse of your personal data.

Only your e-mail address will be required in order to send the newsletter. Any additional data that will be separately identified can be given on voluntary basis and will be used to contact you personally. After your confirmation, we will save your e-mail address for future newsletter mailing.

The legal basis for such processing of your personal data is Article 6(1)(a) of GDPR. Your provide the personal data on voluntary basis, however the data is necessary to allow us to send you a newsletter. Failure to provide it will prevent sending our newsletter to you.

You can withdraw your newsletter consent at any time and unsubscribe from the related service. You can withdraw the consent by clicking on a link which will be contained in every newsletter, or by sending an email to [info@virtutemaris.pl](mailto:info@virtutemaris.pl) or a message to an address which is stated in Contact tab.

7.3 Our newsletter is distributed via MailChimp. More data protection information related to the newsletter distribution can be found at <https://mailchimp.com/legal/>.

MailChimp will use your data only to send our newsletter as described above. The data will not be transmitted to any third parties for any other purposes.

### *Google Analytics*

This website uses Google Analytics which is a website analysis service provided by Google Inc. ("Google"). Google Analytics uses "cookies" which are text files stored on your computer and allowing analysis how you use the website. Information generated by cookies about your use of the website is usually transmitted to a Google server in USA and will be stored there. However, if IP anonymisation has been activated on this website, your IP address will be reduced by Google while still present on the territory of EU Member States or European Economic Area countries. Only in exceptional cases the full IP address can be transmitted to a Google server found in the USA and reduced once there. On behalf of this website operator, Google will use such information for the purpose of evaluating how a user uses the website, preparing website activity reports for website operators, and providing other services relating to website activity and the use of the Internet, for the website operator. The IP address provided by Google Analytics as part of Google Analytics will not be aggregated with other Google data. You can avoid cookies by adjusting your browser settings, however it could prevent you from using certain features of the website. You can also prevent cookies from collecting your data for Google and other data related to your use of the website (including IP address), as well as Google's processing of such data, by following this link: <http://tools.google.com/dlpage/gaoptout?hl=pl>  
Download and install a browser plug-in.

For more information please visit <http://tools.google.com/dlpage/gaoptout?hl=pl> or <http://www.google.com/intl/de/analytics/privacyoverview.html> (general information on Google Analytics and privacy). Please note that on this page the Google Analytics services includes a code that provides for anonymous collection of IP addresses (IP masking).