

Dear clients,

Your privacy is very important to us. The 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), has come into effect and we have prepared this Privacy Policy in order for you to understand how we collect, use, communicate and disclose and make use of personal information.

Who is the controller of your personal data and how can you contact him?

The controller of your personal data is the local CEE Attorneys law office who provides you the legal services based on, but not limited to, the Engagement letter. The controller of your personal data shall be one of the following entities:

- **Bratislava (Slovakia): CEE Attorneys Lišiak Martinák s.r.o., advokátska kancelária**, ID no. 47237856, with its registered office at Jozefská 7 811 06 Bratislava
e-mail: bratislava@ceeattorneys.com
tel.: +421 940 529 937
- **Budapest (Hungary): CEE Attorneys Dessewffy & David Stadler Bellak Partnership**, ID no. 759, with its registered office at Nagy Jenő u. 12., Budapest, 1126
e-mail: budapest@ceeattorneys.com
tel.: +36 309 341813
- **Bucharest (Romania): Boanta Gîdei si Asociatii S.C.P.**, in association with CEE Attorneys, ID no. RO29175558, with its registered office at 24 Sevastopol Street, 6th Floor, Office 601, Sector 1, 010992 Bucharest, Romania
e-mail: bucharest@ceeattorneys.com
tel.: +40 31 425 4348
- **Kyiv (Ukraine): CEE Attorneys**, ID no. 40116746, with its registered office at 32-B Glybochytska Street, office 207, Kyiv, 04050,
e-mail: kyiv@ceeattorneys.com
tel.: +380 44 300 10 80
- **Prague (Czech Republic): CEE Attorneys Tomíček Legal s.r.o.**, ID no. 02564742, with its registered office at Mánesova 881/24, Vinohrady, 120 00 Prague 2
e-mail: prague@ceeattorneys.com
tel.: +420 778 133 331
- **Riga (Latvia): CEE Attorneys**, with its registered office at 57a-4 Dzirnavu street, LV-1010 Riga, e-mail: riga@ceeattorneys.com
tel.: +370 645 48201
- **Vilnius (Lithuania): Partnership of Professional Attorneys "CEE Attorneys"**, ID no. 302818593, with its registered seat at Konstitucijos pr.26, LT-08105, Vilnius
e-mail: vilnius@ceeattorneys.com
tel.: +370 670 70295

- **Warsaw (Poland): CEE Attorneys Szmigiel, Papros & Gregorczyk Spółka Jawna**, ID no. 556034, with its registered office at ul. Wiśniowa 40B lok. 13, 02-520 Warsaw
e-mail: warsaw@ceeattorneys.com
tel.: +48 22 628 64 13

(jointly as the “Controller”).

Following the duties of the Controller, we inform you of the means, extent and other conditions of processing of your personal data.

I. What is the purpose of processing of your personal data?

A. Personal data processing on our website (the legitimate interests)

Using our website, you provide us with some of your personal data, namely IP address, information related to the operating system and browser you use, data of your activity on our website registered and kept by using cookies. These data are collected and processed.

We process these personal data for the purpose of due web operation, web content personalization and improvement of its user interface.

If you do not want to use cookie files any more, you can change it by choosing right option directly in your web browser setting. Before you do so, please consider that this step may limit the operation of our website in your browser and your access to some parts of its content. If you do not change the setting, our system will send you cookie files from the moment you open our website.

You can also delete the cookies in your device by deleting your web history in it or it is possible to limit the quantity of data registered by your computer by browsing through so called anonymous mode.

B. Processing of the personal data of the clients, business partners and other data subjects for purposes of providing our legal and other services (the performance of a contract, compliance with our legal obligation)

As we provide you with our legal services, we need to process your personal data in the extent necessary for performance of our contract of provision of legal services. This requirement may also apply to the data of special categories, such as the data concerning health etc. We process these special data on the basis of the consent of the client implied directly from the contract and necessity for establishing, exercising or defencing the legal claims (including, any dispute resolution proceeds, defending the client’s legal position prior to any litigation, defending the client claim directly in court or beside other competent authorities and bodies etc.) the client is entrusting to us.

For the purposes of providing our legal and other services we may process personal data of other data subjects provided by you or your counterparty. Such processing is necessary for the proper performance of our contract with you, including for preparing any documentation needed to ensure the client defence.

In some jurisdictions, we may also process personal data of data subjects as part of our compliance with our legal obligation and/or as permitted under applicable law. In such case we will process any personal data as required or permitted under applicable law.

C. E-mail newsletter sending

As we want to provide our clients with the highest level of services, we can send every month to their e-mail our newsletter. By this way, we can inform you of the latest news from decision-making practice of Europeans courts and last legislation applicable in our partners' countries. Furthermore, we send the newsletter to you if you gave your e-mail address to the member of our team during the personal meeting. Sending you our newsletter is based on our legitimate interests, however, if you do not want to receive it any more, please contact us and we will delete you from our newsletter database.

All other data subjects will receive our newsletter only on the basis of previous informed and precise consent. You give us this consent voluntarily and you can withdraw it anytime by sending us a specific request to the e-mail of the respective Controller.

II. How long will we process your personal data?

Your personal data are being processed only as long as it is necessary in order to reach the particular purpose of processing (at least within the time of duration of the contract, validity of the consent and the time specified in the particular legal regulation or required during the proceeds related to any dispute resolution and/or the litigation (as the case may be)).

III. To whom are the data transferred?

The personal data you provided us with are processed and kept mostly by us. In a very limited extent also other processors can be involved, such as providers of accounting or IT services, technical experts contracted in the proceeds of a particular dispute/ litigation. Likewise, the client's personal data may be disclosed by us in court of law according to our legal obligations set out under the Bar Association rules, as well as the specific legislation applicable to our profession.

IV. What are your rights in relation to the personal data protection?

As to a data subject, we commit to guarantee you all the rights under the GDPR, namely as follows:

- a. right to obtain the information on processing your personal data;
- b. right to access to your personal data;
- c. right to rectification, erasure, to restriction of processing your personal data;
- d. special right to object to processing of personal data;
- e. right to receive the personal data (right to data portability);
- f. right to lodge a complaint with the Czech Office for Personal Data Protection.