

LOVEKO SP. Z O.O. PRIVACY POLICY

We hereby inform you about the type, scope and purpose of processing personal data on our website in accordance with the Data Protection Act (GDPR). With regard to personal data and / or their processing, we refer to art. 4 GDPR. Personal data is all data that has a personal relationship with you, e.g. name, address, email address or user behavior.

Responsible in accordance with art. 4 GDPR:

LOVEKO SP. Z O.O.

Ul. Palacowa 18

Nowe Miszewo; Mazowieckie; Postal Code: 09-470

Tel .: +48 71 735 77 60

info@loveko.eu

<https://loveko.eu/>

Data processing as part of our company's core business

We process your personal data provided to us as part of existing contractual and pre-contractual relationships between us. The scope, nature, purpose and necessity of the processing depend on the respective basic contractual relationship. For this purpose, we store and process your data in the computer systems we use. The data we process includes all data provided by you to use the contractual or pre-contractual services required to process your request or the contract concluded between us.

In particular, the following data may count:

- Name and address
- Email address and phone number
- Order details
- Data for payment transactions

Processing is limited to the data necessary and useful in responding to requests and / or for the performance of the contract. The transfer of personal data to third parties only takes place when it is necessary for the purposes of providing the service or in the context of the organization of our business in order to process financial accounting and comply with legal obligations. In this case, only data that is necessary and purposeful to perform the contract or perform financial accounting, as well as to comply with legal obligations, will only be provided to external service providers. We process it in accordance with your instructions or statutory provisions. Legal basis: Processing of personal data as well as transferring them to third parties takes place in accordance with art. 6 clause 1 lit. b) GDPR and serves to implement the contract between you and us. Otherwise, we transfer data to third parties only if there is a legal obligation, art. 6 clause 1 lit. c) GDPR or if there is a legitimate interest, art. 6 clause 1 lit. f). GDPR. This is the case, for example, when it is necessary to pursue our claims. Deletion: deletion of data takes place as soon as the data is no longer required to fulfill the contractual or legal care obligations, as well as to fulfill any guarantees and comparable obligations. This does not affect your statutes retention obligations.

Data transmission to third countries

The adoption of the European General Data Protection Regulation (GDPR) has created a uniform basis for data protection in Europe. Therefore, your data will be processed mainly by the companies requested by the GDPR. If the processing is carried out through the services of third parties outside the European Union or the European Economic Area, they must meet the special requirements set out in Article 44 et seq. RODO. This means that the processing takes place on the basis of special guarantees, such as an officially recognized level of data protection in the EU or compliance with officially recognized special contractual obligations, so-called 'standard contractual conditions'. In American companies, submission to the so-called Privacy Shield, an EU-US data protection agreement, meets these requirements.

We use our services to ensure our presence online provider of services on whose server is stored website (hosting) and which makes our website available on the Internet. Here, the ISP processes on our behalf contact details, content data, contract data, usage data, inventory data, as well as meta and communication data. Legal basis: the internet service provider processes the above mentioned data on our behalf, art. 28 GDPR. The processing of data takes place on the basis of our legitimate interest in the efficient and secure provision of our internet offer, art. 6 clause 1 lit. f) GDPR.

If you use our website for informational purposes only, our internet service provider will only collect personal data that the browser you use sends to your server. These are the following data:

- IP address
- date and time of access to our website
- time zone difference from Greenwich Mean Time (GMT)
- access status (HTTP status)
- amount of data sent
- access system internet service provider
- type of browser used and its version
- operating system used
- website from which you may have come to our website
- pages or subpages that you visit on our website.

Storage of this data along with other personal data does not take place.

The above data is stored as log files on the servers of our Internet service provider. This is necessary to be able to display the website on the device used, as well as to ensure stability and security. We have a legitimate interest in data processing for the above purposes. Legal basis: The processing of data takes place on the basis of our legitimate interest in the efficient and secure provision of our internet offer, art. 6 clause 1 lit. f) GDPR. Duration: The above data regarding the sharing of our website will be stored for a period of 7 days and then deleted.

Cookies

Our site uses cookies. Cookies are small text files consisting of a series of numbers and letters that are stored on the device used. Cookies do not carry viruses or launch programs. Rather, they are primarily used to share information between the device you are using and our website to make our website

more user-friendly and more effective. A distinction should be made between temporary (temporary) cookies and persistent cookies. Transient cookies include in particular session cookies.

- **Session cookies:** We use so-called "cookies" to recognize multiple uses of the offer by the same user (for example, if you have logged in to determine the login status). When you visit our site again, these cookies provide information to automatically recognize you. The information obtained in this way is used to optimize our offers and facilitate access to our website. If you close your browser or log out, session cookies will be deleted.
- **Persistent cookies:** they are automatically deleted after a specified period, which may vary depending on the cookie. In your browser's security settings, you can delete cookies at any time.
- **Third party cookies (third party cookies):** You can configure your browser settings to meet your needs, e.g. refuse acceptance of third party cookies or all cookies. However, we'd like to point out that you may not be able to use all of the features on this site. Read more about these cookies in the respective third party privacy policies.

Cookies are used to make our website more user-friendly. Some elements of our website require identification of the calling browser even after breaking the page. In particular, these cookies may contain information about language settings or login details.

In addition, we use cookies on our website that enable analysis of your visit to our website. These cookies may in particular contain information about the search terms entered, the frequency of page views or the use of the functions of the website. These cookies allow us to understand how often and how the website and its functions are used. They are used to improve the quality and user-friendliness of our website, especially the content and functions. Thanks to this, we can constantly optimize our offer. The data collected in this way will be pseudonymous by technical means. Therefore, it is not possible to assign data to your person. The data will not be stored together with other personal data concerning you.

We have a legitimate interest in data processing for the above purposes. The legal basis for this is Article 6 para. 1 sentence 1 lit. f GDPR.

Because cookies are stored on your computer, you as a user also have full control over the use of cookies. You can use your browser's security settings to determine if cookies are even stored. For example, you cannot accept cookies immediately or you can delete cookies only each time you close your browser.

For detailed information, refer to the browser manufacturer's instructions or at www.aboutcookies.org or www.allaboutcookies.org

Contradiction and "opt-out": If cookies are disabled on our site, you may not be able to fully use all of the site's features.

Message validity / cancellation

We delete or block your personal data as soon as the storage purpose is achieved or is waived, unless their further storage is required for evidentiary purposes or is contrary to legal storage requirements. These include, for example, commercial requirements for the storage of business letters in accordance with section 257 (1) HGB (6 years) and tax retention obligations in accordance with section 147 (1) AO von Beleg (10 years), Any further storage will take place only if it is abandoned by national or European legislation. Blocking or deleting data in this case, if the retention period provided for in the relevant

provisions has expired, unless we need your data to perform the contract concluded between us or if it is necessary to assert or defend legal claims.

Information about the contact options we provide.

As long as you contact us via email, social media, telephone, fax, mail, our contact form or otherwise, and provide us with personal data such as name, phone number or email address or other information about yourself or your request, this data will be stored and processed for your request in our home. Legal basis: If you submitted the application via our contact form, the legal basis for processing your data is Art. 6 clause 1 lit. and GDPR. If you submit an application in the context of contractual or pre-contractual relations, the legal basis for the processing of your data is Art. 6 clause 1 lit. b. GDPR. If your request does not fall into any of the above categories, our legitimate interest in the processing of your data is the appropriate response to your request, in your favor, art. 6 clause 1 lit. f GDPR. Deletion: The personal data we collect will be deleted if it is no longer needed. We check the requirement every 2 years. You can also cancel the data processing at any time.

Existence of automated decision making

We do not use automatic decision making or profiling

Contact via contact form / e-mail / fax / mail

By contacting us via the contact form, fax, mail or email, your data will be processed to process the contact request.

The legal basis for data processing is the consent of the user Art. 6 GDPR. The legal basis for the processing of data sent as part of a contact request or e-mail, letter or fax is Art. 6 GDPR. The responsible person has a legitimate interest in the processing and storage of data in order to be able to respond to user queries, secure evidence for liability reasons and, if necessary, meet the statutory requirements for storing business letters. If the contact is aimed at concluding a contract, an additional legal basis for processing is Art. 6 GDPR.

We may store your data and contact requests in our customer relationship management system ("CRM System") or a comparable system.

Deletion: Data will be deleted as soon as it is no longer needed for collection. In the case of personal data from the input form of the contact form and data sent by email, this occurs after the conversation with you. The conversation ends when it can be concluded from the circumstances that the matter has been finally resolved. We save the requests of users who have an account or contract with us within two years of the contract being terminated. In the case of a legal obligation to archive, it is deleted after it expires: the expiry of commercial law (6 years) and tax law (10 years) - which we mentioned above in this policy.

Withdrawal: you have the option of revoking your consent to the processing of personal data at any time in accordance with Art.6 GDPR. If you contact us via email, you can object to the storage of personal data at any time

Newsletter

We regularly send newsletters to inform our customers and business partners as well as interested parties about our offers and related news. You can register to receive our newsletter on our website and agree to receive the newsletter as part of the registration process. If you subscribe to our newsletter, you must provide an email address. Providing additional data, such as a greeting or name,

is voluntary and will be used to personally contact you. As soon as you subscribe to our newsletter, you will receive a confirmation email to the email address provided during registration under the so-called Double Choice Procedures. This email contains a link. By clicking this link you confirm that you want to receive the newsletter. This ensures that your email address was not misused by a third party during registration. For the same reason, we store the login date and time and the IP address assigned to you when logging in. We do not transfer the above mentioned data to third parties. Legal basis: The legal basis for data processing is Art. 6 clause 1 lit. RODO. Deletion: The

deletion of the email address occurs either if you did not click the confirmation link 1 month after sending the confirmation email in the double consent procedure or immediately after unsubscribing from our newsletter. Withdrawal: you can withdraw your consent to receive the newsletter at any time and unsubscribe from the newsletter.

Your rights under the GDPR

According to the GDPR, you have the following rights that you can exercise at any time with GTG Hansa GmbH of this privacy policy:

Right to information: pursuant to Art. 15 GDPR, you can ask for confirmation if and what personal data we process from you. In addition, you can provide us with free information about the purposes of processing, categories of personal data, categories of recipients to whom your data has been disclosed or the planned storage period, the right to rectify, delete, limit processing or opposition, the existence of the right to appeal and the origin of their data if they have not been they collected from us. You also have the right to know if your personal data has been transferred to a third country or international organization. If so, you have the right to be informed of the relevant guarantees related to the transfer.

Right to rectification: in accordance with Article 16 of the GDPR, you can request the correction of incorrect or complete incomplete personal data stored by us and your personal data.

Right to appeal: pursuant to Article 17 of the GDPR, you have the right to request the deletion of your personal data stored by us, as long as we do not need their processing for the following purposes: to fulfill a legal obligation, assert or defend legal claims, exercise the right to freedom of expression and information ; or for public interest purposes referred to in art. 17 clause 3 lit. c) and

d) GDPR.

Right to restriction: pursuant to Article 18 of the GDPR, you have the right to request a restriction on the processing of your personal data, if the accuracy of the data is questioned by you for a period that allows us to verify the accuracy of your personal data, the processing of your data is unlawful, but you refuse to delete it instead, you request a restriction on their use. We no longer need your personal data for processing purposes, but you need this information to assert, exercise or defend your rights.

There has been an objection to the processing of your data in accordance with Article 21 of the GDPR, but it is not yet certain whether the legitimate reasons that justified us despite the objection to further processing outweigh your rights.

Right to information: if a user has demanded the right to rectify, delete or limit data processing, we are obliged to all recipients who have been disclosed personal data regarding the correction or

deletion of data for which a Processing Notification has requested, unless this proves impossible or disproportionate. You have the right to be informed by us about these recipients.

Right to data portability: pursuant to art. 20 GDPR, you can ask to receive the personal data you have provided to us in a structured, standard machine-readable format, or to transfer it to another responsible person.

Right to appeal: In accordance with Article 77 of the GDPR, you have the right to lodge a complaint with the supervisory authority. For this purpose, you can contact the supervisory authority of your usual residence, work place or our company's headquarters.

Withdrawal of consent / Withdrawal of consent

Pursuant to Article 7 para. 3 GDPR, you have the right to withdraw your consent to the processing of your data at any time. The appeal you have declared does not change the lawfulness of processing your personal data until further notice.

Right to object:

You have the right, for reasons arising from your particular situation, to object at any time to the processing of your personal data which takes place on the basis of a balance of interests (Article 6 (1) (f) of the GDPR). This is especially important when data processing is not required to perform the contract. If you exercise your right to object, please explain why. We will no longer process your personal data, unless we can prove that valid legitimate reasons for data processing outweigh your interests and rights.

Notwithstanding the foregoing, you have the right to object to the processing of your personal data for advertising and data analysis purposes at any time.

Please direct your objection to the above mentioned contact address of the responsible person indicated on our website.

Presence on social media

We use social media profiles or fan pages to communicate with users who are associated and registered there, and to provide information about our products, offers and services. Suppliers from the USA are certified in accordance with the so-called A shield of privacy and therefore are required to comply with European data protection. When you use our profile on the appropriate network and access it, the appropriate privacy rules and conditions of use of the given network apply.

We process your information that you send to us via these networks to communicate with you and respond to those messages.

The legal basis for processing personal data is our legitimate interest in communicating with users and our external presentation for advertising in accordance with art. 6 clause 1 sentence 1 lit. f)

GDPR. If you have agreed to the person responsible for the social network in the processing of your personal data, the legal basis is Art. 6 clause 1 sentence 1 lit. a) and art. 7 GDPR.

The privacy policy, information options and options to deny (opt out) relevant networks can be found here:

- Facebook (Facebook Ireland Ltd., 4 Grand Canal Square, Grand Canal Harbor, Dublin 2, Ireland)

Privacy policy: <https://www.facebook.com/about/privacy/>, Cancellation:

<https://www.facebook.com/settings?tab=ads> And <http://www.youonlinechoices.com>

PrivacyShield: <https://www.privacyshield.gov/participant?id=a2zt0000000GnywAAC&status=Active>.

- Google+ (Google Ireland Limited, registration number: 368047, Gordon House, Barrow Street, Dublin 4, Ireland) - Privacy policy: <https://policies.google.com/privacy>, resignation: <https://adssettings.google.com/authenticated>, Privacy Shield: <https://www.privacyshield.gov/participant?id=a2zt000000001L5AAI&status=Active>.
- Twitter (Twitter Inc., 1355 Market Street, Suite 900, San Francisco, CA 94103, USA) - Privacy Policy: <https://twitter.com/privacy>, opt-out: <https://twitter.com/personalization>, Privacy Shield: <https://www.privacyshield.gov/participant?id=a2zt0000000TORzAAO&status=Active>.
- LinkedIn (LinkedIn Ireland Unlimited Company, Wilton Place, Dublin 2, Ireland) - Privacy Policy: <https://www.linkedin.com/legal/privacy-policy>, Cookie Policy and opt-out: <https://www.linkedin.com/legal/cookie-policy>, Privacy Shield of the American company LinkedIn Inc: <https://www.privacyshield.gov/participant?id=a2zt0000000LOUZAAO&status=Active>.

Social media plugins

We use social media plugins on our website. We use the so-called "double-click solution" - action c't or heise.de. When downloading our website, personal data will not be transferred to plug-in providers. Next to the logo or brand of the social network is a slider that allows you to activate the plug with one click. After activation, the social network provider receives information that you have accessed our site and your personal data is transferred to the plug-in provider and stored there. These are so-called third-party cookies. For some providers, such as Facebook and XING, their IP addresses will be anonymized as soon as they are downloaded.

The collected user data stores the plug-in provider as usage profiles. They are used for advertising, market research and / or website customization. This assessment is carried out in particular (even for users who are not logged in) to display demand-oriented ads and to inform other users of the social network about the user's activities on our website. You have the right to object to the creation of these user profiles, but you should ask for the right plug-in provider to exercise this right.

The legal basis for using plugins is our legitimate interest in improving and optimizing our website by increasing our awareness through social networks and the ability to interact with you and users through social networks in accordance with art. 6 clause 1 point 1 lit. f) GDPR.

We have no influence on the collected data and data processing operations. We are also not aware of the scope of data collection, the purpose of processing and storage periods. We also do not have any information to delete the data collected by the plug-in provider.

We refer to relevant privacy policies of social networks regarding the purpose and scope of data collection and processing. In addition, you will also find information about your rights and options to protect your personal data.

Security measures

We also use the latest technical and organizational security measures to ensure compliance with data protection regulations and to protect data against accidental or intentional manipulation, partial or complete loss, destruction or against unauthorized access by third parties.

Updating and changing this privacy policy

This privacy policy has been in effect since 01.08.2019. Due to changes in legal or regulatory requirements, this Privacy Policy may need to be changed. We will inform you on our website of any change or update in our policy.