

Information for the client upon receipt of personal data by an attorney

pursuant to Article 13 of 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**”).

1. Controller

Name: coLEGAL s.r.o., law firm

ID No.: 09636072

Address: Pernerova 676/51, Karlín, 186 00 Prague 8, Czech Republic

Email: kocourek@colegal.cz

Telephone: +420 739 416 878

2. Legal basis for the processing of personal data

- Contract for the provision of legal services
- Fulfilment of legal obligations
- Legitimate interest of the Controller

3. Purpose of processing

Provision of legal services under an oral or written contract concluded with the client.

Fulfilment of legal obligations arising in particular from the Act on Advocacy and related legal regulations, legal regulations governing compulsory payments and accounting, as well as other regulations which an attorney is obliged to follow when providing legal services.

The legitimate interest of the Controller lies in the exercise of rights and claims arising from the contract concluded with the client.

4. Recipients of personal data

- Partner and managing director of the Controller
- Employees of the Controller
- Collaborating attorneys through whom the Controller provides legal services
- Public authorities (e.g., courts, administrative authorities)
- Providers of services necessary for the provision of legal services (e.g., mailbox providers)
- Other recipients according to the needs and instructions of the client

5. Period of data processing

Personal data will be processed for as long as the relevant purpose of processing lasts. After the expiration of this period, personal data will be disposed of in accordance with applicable legislation, in particular Act No. 85/1996 Coll. (Act on Advocacy), as amended, Act No. 499/2004 Coll. (Act on Archiving and Records Management and on Amendments to Certain Acts) and GDPR.

6. Client rights

As a client or potential client, you have the following rights in relation to the processing of your personal data by us:

The right of access to personal data means that the client has the right to obtain information from the Controller/attorney as to whether their personal data is processed and, if so, what data it is and how it is processed. The client also has the right to request the Controller to correct inaccurate personal data concerning them without undue delay. The client has the right to add incomplete personal data at any time.

The right to erasure of personal data means, in other words, that the Controller/attorney to destroy personal data concerning the client they process, if certain conditions have been met and the client requests so.

Right to restriction of the processing of personal data: The client has the right to request the Controller to restrict the processing of their personal data in certain cases. The client has the right to object at any time to processing that is based on the legitimate interests of the Controller, a third party or is necessary for the performance of a task carried out in public interest.

The right to data portability gives the client the opportunity to obtain personal data provided to the Controller in a common and machine-readable format. They may then pass this data on to another controller or, if technically possible, request that the controllers pass it on between each other.

In the event that the client is in any way dissatisfied with the processing of their personal data by the Controller/attorney, they can lodge a complaint directly with them or contact the **Office for Personal Data Protection**.

More information on the client's rights is available on the website of the Office for Personal Data Protection at <https://www.uoou.cz/6-prava-subjektu-udaj/d-27276>.

In all matters related to the processing of personal data, clients can contact us via the contact details provided on the website of the law firm www.colegal.cz.

Prague, 1 January 2021

Mgr. Ondrej Kocourek, M. Econ., attorney and managing director of the Controller