

# Information about processing of personal data

Dear customers,

we would like to inform you about how we deal with your personal information you have gave to us in relation to the selection of services provided by our company Individualbike, s.r.o., on adress Kmochova 2430, 430 03 Chomutov, registered by Krajský soud Ústí nad Labem under file C 22723, Id:27288595, VAT: CZ27288595.

This website / document against you fulfills our obligation to provide information within the meaning of Articles 12, 13 and 14 of Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46 / EC (General Regulation on the Protection of Personal Data) (GDPR) and obligations under Act No. 101/2000 Coll. protection of personal data, as amended.

You can find GDPR content at the following address: <http://eur-lex.europa.eu/legal-content/CS/TXT/PDF/?uri=CELEX:32016R0679&qid=1503598706724&from=CS>

## A. Who is the administrator of your personal information and how can you contact her?

We, the individualbike, s.r.o., are the administrator of your personal data.

Regarding the processing of your personal data, you can contact us by phone at +420 774 292 140, during the opening hours on our website ([www.bikeoutlet.cz](http://www.bikeoutlet.cz))

You can also contact us via e-mail at [spyder@spyder.cz](mailto:spyder@spyder.cz) or at [obchod@spyder.cz](mailto:obchod@spyder.cz)

Instead of you, you may contact us with your chosen representative, who will provide us with a written power of attorney.

## B. Personal Information Officer and how can you contact him / her?

Our company, in accordance with the applicable law, appoints a designated agent who is ready to provide you with details of why and how we process your personal data, how we handle it and how it is secured against misuse or loss.

You can contact our Personal Information Officer on email adress [obchod@spyder.cz](mailto:obchod@spyder.cz)

## C. Which categories of my personal data are you processing?

In the case of data subjects who have concluded a service or merchandise agreement with us through [www.bikeoutlet.cz](http://www.bikeoutlet.cz), we generally process the following personal data:

- name,
- surname,
- name of company,
- billing and delivery adress,
- phone numbers,
- email addresses,
- VAT number,
- cookies.

For data subjects who have not entered into a Service Agreement with us, we do not process any personal data.

**D. How do we handle the processing of personal data? For what purposes do we process your personal data and what is the legal basis for processing your personal data? What are our legitimate interests in processing your personal information?**

We process your personal data in order to fulfill the purpose of the agreement you have concluded with us or on the basis of which we are supposed to provide services or goods to you and to provide you with the agreed services or goods (processing under Article 6 1 (b) GDPR).

Due to the nature of the services we provide, we can not provide our services without the following personally identifiable information:

- name,
- surname,
- name of company,
- billing and delivery adress,
- phone numbers,
- email addresses,
- VAT number.

We further process your personal data for the legitimate interests of our company. These justified interests we define as protection of our rights resulting from a contract. When violation occurs on your part, or if you are applying to us in any manner whatsoever with regard to the contract you have concluded with us any of your claim. We process your personal data for use in court and enforcement of our claims and rights in the event of your breach of contract and for the purposes of legal defense, that you will make any claim against us in relation to the concluded contract (processing under Article 6 (1). f) GDPR). In the case of entities that have concluded a service contract with us, we will also use their email address for direct marketing to let you know about new services you might be interested in, about discounts offered or other benefits. In that case we would like to draw your attention to the fact that you have the right to object under Article 21 of the GPRD against processing your personal data because of our legitimate interests, as defined above. You can address the objection to our privacy officers (see section B above).

We further process your personal data on the basis of the consent you have given us / granted in written form (if so happened on your behalf) (processing under paragraph 1 (a) GDPR). The extent of the personal data processed in this way is described in more detail in point B. of this information. This section applies primarily to data subjects who have not entered into a Service or Goods Agreement with us.

Based on your consent (if you grant it) we process your personal data for the marketing purposes of our company in the form of sending you offers to your company. You may also request further information from our Data Protection Officer.

**E. Who is the recipient of your personal information?**

The recipient of your personal data is primarily our company.

With regard to the nature of the services and goods that will be provided by us under the Agreement, your personal data will also be provided to us in the essential extent:

- (a) operators providing or providing postal services,
- (b) our Company's lawyers for the purpose of recovering debts and / or protecting our rights in the event of a breach of your contract and / or our defense against your claims,
- (c) entities dealing with or charged with recovering debts owed
- (d) to state and administrative authorities, if requested, in connection with the exercise of the powers of such bodies,

**F. Will your personal data be transferred abroad?**

With regard to the nature of our services, your personal data will be transferred to other Member States of the European Union (this does not apply to customers with a billing and delivery address in the Czech Republic).

**G. How long will your personal data be processed by our companies?**

As far as the personal data you have authorized to process (if any), as described in your consent, these will be processed for as long as your consent has been granted. For information on when your consent to the processing of personal data was granted, you may contact our Data Processing Officer at [obchod@spyder.cz](mailto:obchod@spyder.cz).

As far as the personal data we process under the applicable GDPR provisions (see Part C above), these will be processed for the period necessary to provide you with the agreed services or goods of the Company for the period necessary to prove the provision of the service under accounting and tax regulations to the competent authorities of the Czech Republic and for the time necessary to protect our rights in the event of your breach of contract, but in all cases at least for at least the period of limitation for possible claims of either you or our company arising out of a concluded contract or in connection with a closed contract. The length of the limitation period is set out in the Civil Code (Act No. 89/2012 Coll.).

**H. How will your personal data be processed? How will your personal information be protected?**

Your personal data will be processed in electronic form in the company's electronic system or in the electronic system of the persons to whom the personal data will be transmitted.

Your personal data may also be processed in the form of a physical document (a document on paper or a similar physical medium) to be deposited in the Company's filing cabinet.)

We assure you that we have put in measures to ensure that your personal data is always protected against misuse or loss.

All persons on the side of our company who come into contact with personal information were trained and tested for the purpose. The archive of documentary documents is secured against the intrusion of an unauthorized person. The archive is secured by locks and other physical protection measures. Electronically processed personal data is stored in a secured database.

## **I. What are your rights in relation to the processing of personal data?**

We would like to inform you about your rights relating to the processing of your personal data:

(a) If you have given your consent to the processing of personal data in the form of consent, you have the right to revoke your consent. You may withdraw your consent by writing to us via email at our address (see Section A above) or electronically at [trade@spyder.com](mailto:trade@spyder.com), stating your identification in the form of your name, surname, date of birth and address of Your permanent residence. In the appeal, it is sufficient to state "I hereby withdraw my consent granted to Individualbike, s.r.o. to process my personal data. "

In connection with your recall of your consent to the processing of your personal information, we would like to inform you that our company is still authorized to process your personal data if the purpose of the processing is based on another reason foreseen by GDPR than your consent.

At the same time, please note that in case of withdrawal of your consent, the lawfulness of the processing of your personal data resulting from your consent is not affected in any way. Therefore, even after your consent has been revoked, processing of your personal data on our part will continue to be considered as lawful at the time of your consent.

(b) You have the right to request access to your personal data within the scope of Article 15 of the GDPR.

(c) You have the right to repair the personal data provided under Article 16 GDPR.

(d) You have the right to request the deletion of your personal information pursuant to Article 17 of the GDPR.

(e) You have the right to request a limitation on the processing of your personal data under Article 18 GDPR.

(f) You have the right to transfer your personal data to another Administrator under Article 20 of the GDPR, ie you may ask us to transfer your personal data to another Administrator.

(g) You have the right to file a complaint with the Supervisory Authority, such as the Office for the Protection of Personal Data (<https://www.uoou.cz/>) (Article 77 GDPR), as the administrator of your personal data.

If you choose to use any of the above rights, we have a duty to identify you, ie to verify whether the person handling the personal data processed by us is asking for the exercise of rights.

## **J. Do you process my sensitive personal data?**

In the case of sensitive personal data, we process such data only if we have been provided to you and / or have been made public by us, or if processing is necessary to protect your vital interests or those of another person. From our side, we generally do not process sensitive personal data.

In other cases, we process these sensitive personal data only if you are sensitive to them processing has granted / granted its consent.

**K. Is the provision of your personal data a prerequisite for entering into a contract with our company?**

As stated in Part D. above, we can not provide our services without providing the information in Part D described to you in view of the nature of our business and the type of services we have negotiated in the contract. These data are necessary for the conclusion of a contract with us (identification of the contractual tent, the identification of the persons to whom the service is to be provided, the provision of the service) and without the provision of the service, the contract can not be concluded.

**L. What is the processing of personal data?**

Processing of personal data means any operation or set of operations with personal data or personal data files, whether by mechanical means or by automated procedures. Processing involves collecting, recording, arranging, structuring, storing, adapting or altering, retrieving, inspecting, using, accessing, transmitting, spreading or otherwise making available, sorting or combining, limiting, erasing or destroying personal data.

**M. Other informations**

If we change the purpose of processing your personal information, we will notify you in advance.

If we receive your personal information from a third party, we will inform you.

If anything was unclear about this information, we are ready to answer your questions. You can contact them with our Data Protection Officer. For contact information, see A. and B. Above.

If we change this information, we will inform you of the change.

This information is available in electronic form at the headquarters of our company and in electronic form on our website [www.bikeoutlet.cz](http://www.bikeoutlet.cz)

Thank you for your attention to this information.

Chomutov, 15. may 2018

INDIVIDUALBIKE, s.r.o.

Milan Seeman, CEO

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