

## Privacy Policy

1. By filling out the purchase form and clicking the relevant checkbox, the customer complies to his or her personal data being collected and processed by the Administrator in accordance with the Personal Data Protection Act of 29 August 1997 (Dz. U. z 2002 r. Nr 101, poz. 926 ze zm.) to execute the stipulations of the present Terms of Use and provide services that they apply to.

2. The data administrator is FIRMA MATATA Magdalena Szewczyk, based at Ulica Chlewińska 18/19, 01-695 Warsaw, entered into the Register of Entrepreneurs of the National Court Register kept by the District Court for the Capital City of Warsaw, 12th Commercial Division of the National Court Register, under NIP [Tax Identification Number] number 118-217-74-65 and REGON [National Business Registry Number] number 380817703.

3. The Data Administrator has appointed Magdalena Szewczyk as the data processor who may be reached under the following email address: info@matata.pl.

4. Only personal data that was disclosed voluntarily by Customers shall be collected. The data shall be processed to execute the stipulations of the present Terms and Conditions, including:

- entering into a sales contract for the ordered goods,
- delivering the ordered goods to the Customer,
- issuing a document confirming the sale of the ordered goods,
- entering transactions into the Store's electronic accounting system over a period required by the law and storing personal data in the electronic accounting system to keep records of the Store's sales transactions,
- storing Customers' personal data in the Customer database.

5. Upon explicit Customer consent, the collected personal data may be used for promotional or advertising purposes, including presentations of the Store's product line and other advertising materials.

6. When Customers agree to subscribe to the store's newsletter when registering on the website or placing an order (thereby consenting to being sent advertising messages via email) only the email address to which the Administrator shall send advertising messages has to be provided. Customers may cancel their newsletter subscription at any time by contacting the Store or clicking the cancellation link included in the footer of each newsletter.

7. Personal data provided when placing orders shall be processed by other parties in manners specified below: first name and last name, address, telephone number and email address provided as the delivery address will be transferred to carrier companies in the form of a waybill which shall serve as a

package delivery order. Such data will be transferred to carrier companies and Polish Post.

8. Customers may access their personal data at any time as well as amend and erase them.

9. The Administrator hereby informs that the Customer is not required to disclose his or her personal data, however refusing to do so will make it impossible for the Store to provide services to which the Store's Terms of Use apply and which result from the contract entered into between the Store and the Customer.

10. The personal data collected by the Store shall be protected using means prescribed by the law. The Administrator shall make every effort to ensure adequate protection of the stored personal data.

11. The Store does not collect data automatically with the exception of using cookies. Cookies are data files, mostly text files, that are stored on the end user's computer and are used when browsing the Store website. Cookies usually contain the name of the website that created them, the time that they will be stored on the user's computer and a unique serial number.

12. The Store uses cookies. Upon visiting the Store website, the server sends at least one cookie file to the Customer's computer in order to check which web browser he or she is using. The server automatically records all information sent to it by the Customer's web browser. Server logs may contain data such as network requests, IP addresses, browser language and type, data and time of sending of the request. Those information allow the Store to improve its quality of service by identifying and storing Customer preferences and tracking trends, such as the phrases that are entered into the website's search applet. Customers may refuse to accept cookies and thus remain anonymous while browsing, however in such cases the Store will not be able to identify the Customer and his or her preferences. Detailed information concerning cookies are included in the Cookies Policy which may be accessed by clicking the Cookies tab.

13. The Store hereby informs Customers that the services that it offers are provided via the public Internet network. Therefore, the Store advises Customers that using its services may bring on the threat of third parties interfering with online data transmissions between the Store and the Customer.

14. Information on the rules and manners of recording, protecting and disclosing the contents of the contract by the Store to the second party:

- Recording, protecting and storing the contents of the contract takes place by sending a relevant message via email after the contract is entered into.

- Recording, protecting and storing the contents of the Sales contract involves sending a relevant message containing the contents of the contract via email or by providing the Customer with the Order specifications and proof of purchase after the contract is entered into.
- The contents of the contract are additionally stored and protected in the Service Provider's electronic database system and disclosed to Customers upon request.