



## NUPROVIA LTD

### PRIVACY NOTICE

#### to counterparties of Nuprovia Ltd

#### 1. Types of personal data we collect and process

Your personal data are managed and stored in accordance with our Policy on personal data protection. You can find and read our Policy on personal data protection at [www.nuprovia.com/politika-za-zashtita-na-lichni-danni/](http://www.nuprovia.com/politika-za-zashtita-na-lichni-danni/).

Nuprovia Ltd is a Controller of personal data in accordance with article 4, paragraph 7 and a Processor of personal data in accordance with article 4, paragraph 8 of Regulation (EU) 2016/679.

Your personal data we process as a counterparty of Nuprovia Ltd are as determined by the Bulgarian Commerce act, the Bulgarian Obligations and Contracts Act, the Bulgarian Accountancy Act as well as by established commercial customs and practices, and include the following: Personal National ID-Number, full name, postal address, telephone number and email address.

#### 2. Why is it necessary to process your personal data?

Your personal data are necessary to process in order to fulfil our contractual obligations.

#### 3. What do we do with your personal data?

Your personal data are collected on the basis of the concluded contracts and the documents related to them.

The personal data are stored and processed at the Company's Office at the following postal address:

18 A "Smolyanska" Street

1612 Sofia

Bulgaria

#### 4. How long we keep your personal data?

We keep your personal data within the limitation period as established by law. After the limitation period will be over, we will destroy the personal data containing documents by shredding.

#### 5. What are your rights?

If you believe that your personal data, we process, are incomplete or inaccurate, you can ask us to have them completed or corrected. In order to make this, you need to contact the data protection officer at the following e-mail address: [office@nuprovia.com](mailto:office@nuprovia.com) or write a letter to the following postal address: 18 A, "Smolyanska" Street, 1612 Sofia, Bulgaria.

You can exercise your rights to have your personal data updated, to block your personal data processing or to ask to have them deleted by contacting us at [office@nuprovia.com](mailto:office@nuprovia.com) or at postal address: 18 A, "Smolyanska" Street, 1612 Sofia, Bulgaria.

If you would wish to make a complaint about the way we process your personal data, please contact us at [office@nuprovia.com](mailto:office@nuprovia.com) or send us a letter to: 18 A, "Smolyanska" Street, 1612 Sofia, Bulgaria. We will study your complaint and will come back to you in order to settle the problem.

If after discussing the problem with us, you still believe that we do not process your personal data correctly, in accordance with the Bulgarian Personal Data Protection Act you can contact the Commission on Personal Data Protection at postal address: 2 "Prof. Tzvetan Lazarov" Blvd., 1592 Sofia, Bulgaria or at e-mail address [kzld@cpdp.bg](mailto:kzld@cpdp.bg).