

**INFORMATION CONCERNING THE PROCESSING OF PERSONAL DATA FOR THE PURPOSE OF ISSUING AN INVOICE**

- The administrator of your personal data is Paged Pisz Sp. z o.o.(ul. Kwiatowa 1, 12-200 Pisz).
- Your personal data will be processed for the purpose of issuing an invoice and for the purpose of fulfilling by our company the accounting and tax obligations stipulated by law. The data is necessary to issue an invoice.
- The legal basis for the processing of your personal data is the necessity of its processing to fulfill a legal obligation, specifying the scope of the data that must be included in the invoice and other accounting and tax obligations.
- Your data may be accessed by authorized employees of the company and by entities operating IT systems in which your personal data is processed.
- Your data will be kept for the period resulting from accounting and tax regulations in order to fulfill the legal obligations of our company.
- You have a right to:
  - demand access, rectification, erasure or restriction of personal data, as well as the right to object to the processing and transfer of data;
  - issue a complaint with the President of the Office for the Protection of Personal Data concerning the processing of your personal data by us.
- Your data will not be used for profiling or automated decisions.
- To obtain detailed information or make a request for data processing, you may contact the Data Protection Inspector at [iod-sklejka@paged.pl](mailto:iod-sklejka@paged.pl) or send a letter to the company.