

INFORMATION CLAUSE

about personal data processing

for Attendee Space Users

I. Information about Data Controller

ClickMeeting Sp. z o.o. with its registered office in Gdansk, al. Grunwaldzka 413, 80-309 Gdansk, Poland, Company no. (KRS) 0000604194, Tax ID no. 5842747535, which is the owner of Attendee Space service, is the controller of your personal data.

For all matters related to ClickMeeting's processing of your personal data, you can contact us as follows:

- by sending a letter to: ClickMeeting Sp. z o.o., al. 413 Grunwaldzka, 80-309 Gdańsk, Poland
- with our Data Protection Officer via email: privacy@clickmeeting.com

II. Legal basis and purposes of processing

Legal basis	Purpose of processing
Contract performance	<ul style="list-style-type: none">– Enabling the provision of electronic services, i.e. providing access to the Attendee Space;– Sharing personal data for administrative purposes (e.g., informing about registration for the Event or joining the Event) with hosts who organize Events on the ClickMeeting Platform - applies when the Event is organized by an entity other than ClickMeeting;
Consent	Direct marketing by electronic means and through the interface of the Attendee Space of services and/or products provided by ClickMeeting or by ClickMeeting customers who host Events on the ClickMeeting Platform.
ClickMeeting's legitimate interests	<ul style="list-style-type: none">– Administration and management of Attendee Space;– Improving the quality and security of the Attendee Space;– Expansion of ClickMeeting's operations and services;– Statistical measurement of use of Attendee Space and ClickMeeting Platform– Analysis on, for example, market trends, relationship maps or sales opportunities;– Identify customers with similar needs (segmentation)

	<p>and profiling);</p> <ul style="list-style-type: none">– Preventing abuse of the Attendee Space, including security incidents;– Ongoing contact regarding the use of the Attendee Space, including satisfaction surveys of the Attendee Space and the ClickMeeting Platform;– Handling complaints, claims and requests;– Exercising legal claims
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III. Recipients of data

ClickMeeting may transfer your personal data to the following recipients:

- hosts who organize Events on the ClickMeeting Platform - applies when the Event is organized by an entity other than ClickMeeting;
- entities that provide services to us, including IT services, (e.g., data processing, asset management, email delivery), insofar as applicable to activities related to the maintenance and development of the Attendee Space, maintaining contact with you, providing customer service;
- to entities authorized by law, e.g. supervisory authorities, law enforcement agencies or courts.

IV. Data transfer to third countries

Personal data may be transferred to countries outside of the European Economic Area (EEA) on the basis of:

- Article 45(1) of the RODO - European Commission's adequacy decision (applies for countries, which were subject of decision);
- Article 46(2)(c) RODO - standard contractual clauses adopted by the European Commission (for other countries).

V. Rights of the data subject

You have the following rights in connection with the processing of your personal data:

- right of access, to rectification (updating), to erasure, to restriction of processing, to data portability, to object, and to withdraw consent to the processing of personal data;
- to lodge a complaint to the supervisory authority (Prezes Urzędu Ochrony Danych Osobowych).

Information about how to exercise the above-mentioned rights is described in ClickMeeting's Privacy Policy: <https://legal.clickmeeting.com/privacy-security/privacy-policy/>

VI. Obligation to provide data

Provision of data is voluntary, but refusal to provide them may result in inability to access the Attendee Space.

VII. Automated decision-making

Your personal data may be used to make automated decisions, including profiling, based on activity performed after receiving electronic communications.

VIII. Final Provisions

To the extent not described in this Information Clause, the provisions of the Privacy Policy available at: <https://legal.clickmeeting.com/pl/privacy-security-pl/privacy-policy-pl/>, and in particular the provisions regarding:

- a. The way personal data is collected;
- b. The use of cookies and similar technologies;
- c. the processing period of personal data;
- d. How to exercise your rights as a data subject;
- e. making changes to legal documents governing privacy issues.

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