

Privacy Policy

In connection with the implementation of the requirements of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation, hereinafter referred to as the "GDPR"), we would like to inform you of the principles governing the processing of your personal data and of the rights you have in this respect.

1. The controller of your personal data is Gemma Inwestycje Spółka z ograniczoną odpowiedzialnością z o.o. Spółka komandytowa, with its registered office in Warsaw, at ul. Krańcowa 36/1, 02-493 Warsaw, entered in the National Court Register maintained by the District Court for the Capital City of Warsaw in Warsaw under No. 0000337603, NIP (Tax Identification Number): 522-293-14-86, tel.: +48 501 816 586, e-mail address: info.gemma@gemma.waw.pl (hereinafter: the "Controller").
2. The Controller collects and processes personal data to the extent necessary to achieve the purpose for which they were collected.
3. As a rule, most personal data are provided to us by you directly. We may also receive your data from partner portals that list apartments for sale, as well as in the course of marketing and sales activities (in particular during events, promotional campaigns, etc. organised or co-organised by us).
4. Depending on the purpose and legal basis for the collection and processing of personal data indicated below, the Controller may collect and process, among others, the following data:
 - a. identification data, including, among others: first name, surname, PESEL (Polish national identification number), date of birth;
 - b. contact data, including, among others: address, telephone number, e-mail address, social media identifier/username;
 - c. data collected and processed for the purpose of concluding and performing agreements such as a development agreement, a reservation agreement and other preliminary and final agreements for the acquisition of residential premises and related rights, including, among others, bank account numbers, certificates issued by financial institutions concerning creditworthiness, and information on the status of settlements under the aforementioned agreements.
5. You have the right to access your data, to have it rectified, to request its erasure, the right to restrict processing, the right to data portability, and the right to withdraw your consent at any time without affecting the lawfulness of processing carried out on the basis of consent before its withdrawal – where processing is based on Article 6(1)(a) GDPR, i.e. on the basis of the consent you have given. Should you wish to exercise your rights, please contact the Controller directly, using the contact details provided above and in the manner set out in detail in this Privacy Policy. You also have the right to lodge a complaint with the supervisory authority (i.e. the President of the Personal Data Protection Office) if your data are processed in breach of legal requirements.
6. A request concerning the exercise of your rights may be submitted:
 - a. by e-mail: info.gemma@gemma.waw.pl;
 - b. by post: Gemma Inwestycje Spółka z ograniczoną odpowiedzialnością z o.o. Spółka komandytowa, with its registered office in Warsaw, at ul. Krańcowa 36/1, 02-493 Warsaw, marked "RODO" (GDPR);
 - c. If the Controller is unable to identify the person submitting the request, it will ask the applicant for additional information.
 - d. The request may be submitted in person or through a proxy (for reasons of data security, the Controller encourages the use of a power of attorney certified by a notary public or the use of an authorised professional representative (advocate/attorney-at-law)).

- e. A response to the request should be provided within one month of its receipt. Should it be necessary to extend this time limit, the Controller will inform you of the reasons for the delay.
- f. The response is provided by traditional mail, unless the request was submitted by e-mail or a response by electronic means was requested.

7. The purpose, legal basis and period of processing of your personal data are set out below:

Purpose of processing your data	Legal basis for processing your data	Period of processing your data
Performance of the agreement concluded between us, handling your requests in connection with the servicing of the transaction, and steps taken with a view to concluding an agreement with you	Article 6(1)(b) GDPR	The period necessary to perform the agreement, with the proviso that the data may in some cases also be processed after the agreement has expired, but only where this is permitted or required under applicable law, e.g. processing for statistical or settlement purposes
Compliance with the Controller's legal obligations under EU or Polish law (e.g. towards the President of the Office of Competition and Consumer Protection or tax offices)	Article 6(1)(c) GDPR	Until the expiry of the obligations to retain such data arising from legal provisions
Sending commercial information and information about promotions and events organised by the Controller, investments being carried out, and news concerning companies of the Controller's group, by e-mail, text message (SMS) or via social media	Article 6(1)(a) and (f) GDPR – the Controller's legitimate interest in processing the data	The period necessary to achieve the purpose, but no longer than until you object to the processing of your personal data for this purpose or, if you have given marketing consent, until such consent is withdrawn
In the case of candidates for employment with the Controller – conducting the recruitment process for the position applied for	Article 6(1)(c) GDPR in conjunction with Article 22 ¹ of the Labour Code; processing is also necessary for the conclusion of an agreement – the legal basis is therefore Article 6(1)(b) GDPR, and with respect to data not required by law, the legal basis is your consent, i.e. Article 6(1)(a) GDPR	The period necessary to complete the ongoing recruitment process
Establishing, pursuing and defending against claims arising from the Controller's business activities	Article 6(1)(f) GDPR – the Controller's legitimate interest in processing the data	The limitation period for claims under the law; where proceedings to pursue claims are initiated, your data will be retained until such proceedings are finally concluded
Keeping accounting books and tax records	Article 6(1)(c) GDPR in conjunction with Article 74(2) of the Accounting Act and other specific accounting provisions	The retention period for accounting and tax records arising from legal provisions

- 8. The provision of your data is voluntary; however, failure to provide it will make it impossible for the Controller to perform the agreement. Marketing consent is given on a voluntary basis, which means that refusing to give it does not prevent you from using our services. You have the right to withdraw the marketing consent given to the Controller at any time by sending notice of withdrawal to info.gemma@gemma.waw.pl or by traditional mail to the address indicated above: Gemma Inwestycje Spółka z ograniczoną odpowiedzialnością Spółka komandytowa.
- 9. The recipients of your personal data will be persons acting within the Controller's structures (i.e. companies of the Gemma Inwestycje group, of which the Controller is a member), including entities

providing services to the Controller in connection with the execution and servicing of investments and with sales and marketing activities (including entities providing legal, sales, marketing and other advisory services), as well as affiliated companies or other companies cooperating with the Controller on a basis other than a legal affiliation. Access to your personal data will therefore be held in particular by members of the management body and members of the premises handover department and the design department. If you are our Customer, access to your data may also be granted to banks, notaries public, housing communities represented by the bodies appointed by them, and entities providing services to the Controller in connection with the servicing of investments as well as with sales and marketing activities (including entities providing legal, sales, marketing and other advisory services), in particular IT services, telecommunications, satisfaction surveys, property management (administration), services relating to the execution of investments and the finishing of individual premises, and repair services under guarantee or statutory warranty, to which the Controller has entrusted or may entrust the processing of personal data.

10. The Controller will not transfer your personal data to countries outside the European Economic Area or to international organisations.
11. The Controller will not subject you to automated decision-making, including profiling.