

# **GDPR Privacy Policy**

In accordance with the General Data Protection Regulation, AZEROTAX communicates to the users of www.azerotax.com the following information on data protection:

#### **RESPONSIBLE**

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#### **PURPOSE**

- 1.-To manage and answer to queries or suggestions received.
- 2.- Manage the professional relationship of the requested services.

### **LEGITIMATION**

Consent of the interested party for the purposes 1.

Execution of a contract for purpose 2.

### **RECIPIENTS**

The data provided will not be transferred to third parties, except according to legal obligation, such as the Tax or Social Security Authorities.

Where appropriate, the data may be processed by third-party service providers or communicated to third parties when necessary for the execution of the services, such as notaries, attorneys, payroll advisors...

## INTERNATIONAL TRANSFERS

No international transfers will be made.

#### RIGHTS

Right to request access to personal data relating to you, its rectification or deletion and, where appropriate, the limitation of its treatment, your opposition to the treatment and the right to data portability, by writing to the address indicated in the Responsible section. In case that we consider it is necessary to be able to identify you, we may request a copy of a document proving your identity.

If you have provided us with your consent for the processing of your data, you will also have the right to revoke it at any time.



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Likewise, you will have the right to file a claim with the Spanish Data Protection Agency.

## **CONSERVATION PERIOD**

The data related to queries, suggestions or claims will be kept for the time necessary to fulfil the purpose for which they were collected.

The data necessary to manage the contractual relationship will be kept until the end of it.

Regardless of whether we process your data for the time necessary to fulfil each purpose, we will subsequently keep them duly stored and protected, which means that they will be available only at the request of Judges and Courts, the Public Prosecutor's Office or the relevant Public Administrations, during the time in which that responsibilities derived from the treatment may arise, in compliance with current regulations at any time (data protection legislation or Civil Code, among others). Once the possible actions prescribe, we will proceed to the deletion of personal data.

The data you provide us will be treated adopting the appropriate security levels in accordance with current legislation on the protection of personal data, keeping the appropriate security measures, both technical and organizational, to avoid their alteration, loss, treatment or unauthorized access, given account of the state of technology.

By completing the various forms and sending the information indicated above, you exprees that you have read and expressly accepted this data protection clause and give us unequivocal and express consent for the processing of your personal data in accordance with the indicated purposes.