

## PRIVACY DECLARATION

Your privacy is important to us. That is why we have developed the current Privacy Declaration, where we have described the types of personal data, as well as how they are collected, stored and processed, in relation to the use of the website [www.arkana.bg](http://www.arkana.bg)

### 1.1. Personal data processing

Personal data, under art. 4 of the EU GDPR constitute any and all information, related to identified and/or identifiable natural persons – their name, address, e-mail, etc.

### 1.2. Who is responsible for your personal data?

Responsible for the protection of your personal data, under art. 4, para 7 of the GDPR is **“Seewines Spirit” Jsc., UIC 203328730**, having its address in Sofia, Vitosha district, postal code 1618, 106 Bulgaria blvd., entr. D, ap. 9

### 1.3. Who has access to your Personal data?

Access to your data may have **“Seewines Spirit” Jsc.**, as well as other third parties, to which we present your data, in regards to the execution of orders requested by you. These third parties may be internet service providers, accountants, couriers as well as their representatives. Data which is being send to third parties is only used for the purpose of proper functioning and maintenance of our website and the provision of our services.

### 1.4. What are your rights?

As a data subject, affected by our data processing activity, you have certain rights, in accordance to art. 15 and the following of the GDPR:

- Right to access;
- Right to rectification;
- Right to restriction of processing;
- Right to data portability;
- Right to objection;
- Right to complaint before the regulatory authority, in relation to the processing of your personal data.

### 1.5. Authority notification

In the circumstance of an existing legal obligation to do so, we reserve the right to disclose your data, should this be required by a competent institution and/or authority body.

### 2.1. Why do we use your personal data?

We use your personal data so that we can provide you our services in a better way, to improve your website experience, to provide advice, advertise our products, including via sending of advertisement messages.

### 2.2. What personal data do we process?

We shall process the following categories of personal data:

- Contact information – name, address, e-mail, telephone
- Payment information and payment history
- Credit information (VAT number, invoice address)

- Order information, profile number, membership
- Correspondence on any given matter

### **2.3. What is the legal basis for the processing of your data?**

We process the personal data which you present to us, by visiting this website on the basis of either an existing agreement concluded with you, or your consent, through means such as “cookies”

The processing of your personal data is required also for the conclusion of agreements with you in relation to the execution of orders as requested by you.

### **2.4. Who has access to your personal data?**

Access to your personal data may be available to “Seewines Spirit” Jsc, as well as any other persons which we may use to execute your orders – couriers, postal clerks, payment processors etc.

### **2.5. How long do we store your data for?**

We shall store your data for a term of 1 (one) year, following the termination or execution of the agreement concluded with you, or until you explicitly withdraw your consent, whenever the Data is processed based on your consent.

### **3.1. Why do we use your personal data?**

We use your personal data to remain in compliance with the legal requirements, court decisions, and governmental resolutions.

This includes using your personal data for the collection and check-up of accounting data.

### **3.2. What personal data do we process?**

We shall process the following categories of personal data:

- Order number
- Names
- Postal address
- Transaction amount and date
- Other accounting information

### **3.3. Who has access to your personal data?**

Your data may be processed by “Seewines Spirit” Jsc, as well as companies for accounting services, etc.

### **3.4. What is the legal basis for the processing of your data?**

The processing of personal data is required for the fulfillment of a legal obligation.

### **3.5. How long do we store your data for?**

We shall store your relevant data and accounting information, in accordance to the applicable legislation of the republic of Bulgaria, and more specifically the Accounting Act.

This website IS NOT intended and IS NOT purposefully aimed for people under the age of 18-years old. “Seewines Spirit” Jsc. Shall not gather, process, store any personal information for persons under the age of 18-years old.

“Seewines Spirit” Jsc. shall may at their own disclosure amend and/or complete the current Declaration at any time, in accordance to the requirements of the applicable legislation. Should such an amend or completion take place we shall inform you explicitly regarding its effect.

**Information regarding the Data controller”**

**“Seewines Spirit” Jsc., UIC 203328730,**

Seat and management address in Sofia, Vitosha district, postal code 1618, 106 Bulgaria  
blvd., entr. D, ap. 9

**e-mail: info@arkana.bg**

**Information regarding the regulatory authority:**

**Commission for personal data protection**

Correspondence address Sofia, 2 Prof. Tsvetan Lazarov blvd.

**Telephone: +3592 915 35 19**

**E-mail: kzld@cpdp.bg**