

Privacy Notice

Data Controller

Luca Prague s.r.o.
Business Registration No 28234260
Nam. I.P. Pavlova 1789/5 Praha 2 – 120 00, Czech Republic
administration@lucaprague.eu
+420 226 230 633

Scope of Personal Data Collected and Processed

Upon and throughout our engagement, we collect and process the following personal data:

1. **(Perspective) Clients, including Company Directors, Employees and Officers.** Name, surname, date of birth, birth code, sole proprietorship identification number, business address, e-mail, telephone number, passport/ID number and date of issuance, residential address. In some cases, we collect and process also clients' medical documentation.
2. **Self-Employed Suppliers, Interns, Employees.** Name, surname, date of birth, birth code, sole proprietorship identification number (if applicable), business address, e-mail, telephone number.
3. **Third Parties (in Clients-Related Matters).** Name, surname, e-mail address, telephone number.

Purpose of Processing

- Performance of contracts with clients, suppliers, employees, and interns.
- Fulfilling statutory and ethical obligations
- Legitimate interest

Retention Period

- Perspective clients: 12 years
- Clients, suppliers, interns and employees: duration of contract + 12 years after termination

Clients' and other Data Subjects' Rights

Pursuant to the EU General Data Protection Regulation ("GDPR"), data subjects may:

1. request **access** to their personal data pursuant to GDPR Section 15
2. revoke any **consent** given to the processing of their personal data - GDPR Section 7
3. request a **rectification** (GDPR Section 16), **restriction of processing** (GDPR Section 18), or **cancellation** of their personal data (GDPR Section 21)

4. **object** to processing (GDPR Section 20) of their personal data
5. request not to be subject to a decision based solely on **automated processing**, including profiling (GDPR Section 22)
6. obtain information in the case of a **data breach** (GDPR Section 34)
7. file a **complaint** with the privacy regulator for the Czech Republic <https://www.uoou.cz/en/> (GDPR Section 77)

Data Transfers

In some cases, personal data may be transferred to:

- Roberto Di Cursi, tax advisor (KDPČR H0010)
- trusted suppliers of services such as translators, tax advisors and chartered accountants, appraisers, lawyers cooperating for the provision of services

Supervisory Authority

The Office for Personal Data Protection
Pplk. Sochora 27
170 00 Praha 7
Czech Republic