

**everything** for an image



We create sensations through touch and sight, through the smell of ink and technological innovation.



# **Privacy Policy**

At VIRIATO & VIRIATO S.A., we respect your privacy and would like to thank you for the trust you have in us. In this Privacy Policy, we explain who we are, for what purposes we may use your data, how we process it, for how long we keep it and how you can contact us and exercise your rights.

Your data will be processed by Viriato & Viriato S.A., legal entity with tax ID number 504437674, headquartered in Z.I. de Barrô - Biscato, Aptd.63, 3754-001 Barrô - Águeda, Portugal. This company is responsible for the processing of personal data under the General Data Protection Regulation.

For questions related to the processing of your personal data, you can contact us by the following means:

Phone: +351 234 640 399

Address: Z.I. De Barrô – Biscato, Aptd.63, 3754-001 Barrô – Águeda, Portugal

Email: hello@viriato.com.pt

## Why do we need your data?

Viriato will process your personal data when you contact us by email.

# What are my rights?

At any time you can ask us to:

- Access the data we have about you;
- Correct any data if it is incorrect or incomplete;
- Erase or restrict the processing of your personal data;
- If the processing depends on your consent or agreement and if it is done by automated means, you have the right to receive the previously provided personal data in a structured, commonly used and in a machine-readable format.

Your requests will be handled with special care, so we can ensure the effectiveness of your rights. You may be required to prove your identity to ensure that the personal data is shared only with its concerned individual.

You should be aware that in certain cases (e.g. due to legal requirements) your request may not be immediately met.

Nevertheless, we will inform you about the measures being taken within a maximum period of one month from the moment of the request.

You also have the right to submit a complaint to the National Data Protection Commission.

### Right of access

The data subject has the right to obtain from Viriato confirmation as to whether or not personal data concerning him or her are being processed and, if it's the case, access to the personal data and to the information foreseen by law.

#### Right to rectification

The data subject has the right to obtain from Viriato without undue delay the rectification of inaccurate or incomplete personal data concerning him or her.

## Right to erasure ('right to be forgotten')

The data subject has the right to obtain from Viriato the erasure of personal data without undue delay, and Viriato has the obligation to erase personal data when one of the following reasons applies:

- a) The personal data are no longer necessary for the purpose for which they were collected or processed;
- b) The data subject withdraws consent for the data processing (in cases where the processing is based on consent) and there is no other reason for the processing;
- c) The data subject objects to the data processing and there are no overriding legitimate grounds that justify the processing.

#### Right to restrict processing

The data subject has the right to obtain from Viriato the restriction of processing when one of the following reasons applies:

- a) The accuracy of the personal data is contested by the data subject, for a period that allows Viriato to verify its accuracy;
- b) The data processing is lawful and the data subject opposes to the erasure of the personal data and requests the restriction of their use instead;
- c) If Viriato no longer needs the personal data for processing purposes, but they are required by the data subject for the establishment, exercise or defense of legal claims;
- d) If the data subject has objected to processing, pending the verification whether the legitimate grounds of the controller override those of the data subject.

## Right to data portability

If the processing depends on the consent of the data subject and that consent was done by automated means, the data subject has the right to receive the personal data that concerns him or her, and that was provided to Viriato, in a structured, commonly used and in a machine-readable format.

## Right to object

The data subject has the right to object to the processing of personal data concerning him or her in cases 1) where the data processing is carried out for the purpose of legitimate interests pursued by Viriato; or 2) where personal data are processed for direct marketing purposes; or 3) regarding profiling.

### Can I withdraw my consent later?

If consent is legally required for the processing of personal data, the data subject has the right to withdraw his or her consent at any time, although that right shall not affect the lawfulness of processing based on consent before its withdrawal or the subsequent processing of that data, based on another legal basis, such as compliance with the contract or legal obligation to which Viriato is subject.

If you wish to withdraw your consent, you can contact us by letter, phone +351 234 640 399 or by the email address hello@viriato.com.pt.

# **Questions?**

If you have any questions regarding the processing of your personal data, or if you wish to exercise any of your rights, please contact us:

- Phone: +351 234 640 399- Email: hello@viriato.com.pt

Viriato will update this Privacy Policy from time to time.

Please review this document occasionally in order to stay updated.



VIRIATO & VIRIATO, S.A. Z.I de Barrô, Águeda Portugal

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