

PRIVACY POLICE

1. REGISTRAR

The registrar in accordance with the applicable data protection law is Finlandia Hall Ltd. Finlandia Hall Ltd is responsible for processing your personal data in accordance with this notice and the applicable data protection laws.

Contact info of the registrar:

Finlandia Hall Ltd
Business ID 2036668-3
Mannerheimintie 13 e, 00100 Helsinki, Finland
Tel. +358 (0)9 40241
servicepoint@finlandiatalo.fi

Registrar's contact person:

Minna Sauramaa, Director of Sales and Marketing
Tel. +358 (0)9 4024 430
minna.sauramaa@finlandiatalo.fi

Data Protection Officer:

Jari Kauppila, ICT Specialist
Tel. +358 (0)9 4024 475
jari.kauppila@finlandiatalo.fi

2. COLLECTION OF PERSONAL DATA

Your personal information may be collected in different ways.
As a rule, we collect and process personal data that

- you have provided to the registrar through contact or interaction with us, such as when you buy our services, subscribe to our newsletter, attend an event organized by the registrar, contact us to request a quote or answer our feedback questionnaire.
- is generated when using the service or when filling out the quotation request form on the web site.
- is obtained from other sources, such as the Trade Register, Population Information System, Business Information System or Post Information System, to the extent permitted by the applicable laws.

You have the right to refuse to provide us with your personal information, but if you choose to do so, we may not be able to offer our services to you.

The groups of personal data we collect and process include the following:

- Customer relationship information such as your name, title, and contact information (email, address, and phone number) and the language of transaction. Service and order information, payment information, billing information, marketing permissions and prohibitions.
- Registration details of an event organized by the registrar, name, company, title, contact information (email, address and telephone number), special dietary requirements
- Data collected through the use of our website, such as by means of cookies or similar technologies, including information such as the device ID and type, operating system and application settings.
- Other individually specified data based on your consent.

3. PURPOSE AND LEGAL BASIS OF PERSONAL DATA PROCESSING

We only collect and process personal data that is necessary for operating our business, for customer relationship management and for appropriate commercial purposes.

We process your personal data for the following purposes:

1. Service provision and customer relationship management

We process personal data primarily to offer and provide services to you or the company you represent. In order to do so, we maintain a customer relationship between you or your company and Finlandia Hall. In this case, the processing of personal data is based on an agreement between you or your company and the registrar.

2. Marketing

We may contact you to inform you of new features of our service or to market and sell other services. We may also process your personal data for purposes of marketing research and customer surveys. The processing of personal data is based on our legitimate interest in providing information as part of our service and for marketing our other services to you. You have the right at any time to forbid the processing of your personal data for direct marketing. (see section 8 of this notice).

3. Service development, security and internal reporting

We also process personal data in order to ensure the security of the service and the website, to improve the quality of the service and website, and to develop the service. We may use personal data to generate internal reports for purposes of the appropriate management and development of our customer relationship and business.

4. Compliance with the law

We may process your personal data to meet our statutory obligations or to comply with information requests made by the authorities in accordance with law.

5. Other purposes for which consent is given

We will also process your personal data for other purposes if you have consented to such processing.

4. TRANSFER AND DISCLOSURE OF PERSONAL DATA

We may disclose your personal data to third parties

- to the extent permitted by law or required, for example, to comply with a request for information made by a competent authority; and
- when our partners process personal data on our behalf and in accordance with our instructions. We always take the appropriate measures in the processing of personal data.

5. TRANSFER OF PERSONAL DATA OUTSIDE THE EU OR THE EEA

We may transfer personal data outside the EU or the European Economic Area when a partner who is processing data on our behalf is established outside these areas. In these cases, we will take appropriate safety measures to ensure the protection of the registered's rights and freedoms in accordance with the applicable data protection legislation, such as the EU's General Data Protection Regulation (679/2016).

6. COOKIES

We also use cookies and other similar technologies on our website, www.finlandiatalo.fi. Cookies are small text files that are stored on your device for collecting and remembering useful information to improve the functionality and usability of our website. We may also use cookies and other similar technologies for statistical purposes, such as for compiling statistics on website usage to understand how users use the website and to improve their user experience.

You can decline the use of cookies, restrict cookies, or delete cookies from your browser. Since cookies are a necessary part of our website's functionalities, restricting the use of cookies may affect the usability of the website.

7. RETAINING OF PERSONAL DATA

Personal data will only be retained for as long as it is necessary for the purposes specified in this notice. Personal data will be retained for the duration of the customer relationship. Personal data may, if necessary, be retained after the termination of the customer relationship, to the extent permitted or required by applicable law. For example, we may retain your personal information as necessary to comply with your direct marketing ban.

Personal data will be deleted when its retention is no longer necessary to comply with the law or to ensure either party's rights or obligations.

8. RIGHTS OF THE REGISTERED

You have the right to inspect your personal data. You may at any time request that your personal data be corrected, updated or deleted. However, please note that personal data that is necessary for the purposes specified in this notice or whose retention is required by law cannot be deleted.

You have the right to forbid or limit the processing of your personal data to the extent granted by applicable law.

In certain cases, you have the right to transfer from one system to another the personal data you have provided us. In other words, you have the right to obtain your personal information in a structured, commonly used, machine-readable form and to transfer said personal data to another registrar in accordance with applicable law.

Where we are processing your personal data based on your consent, you have the right to withdraw your consent at any time. Once you have withdrawn consent, we will no longer process your personal data unless there are separate legal grounds to do so. You can exercise your rights by sending a request to the aforementioned Data Protection Officer.

If you feel that the processing of your personal data is inappropriate, you have the right to file a complaint with the supervisory authority.

9. PRIVACY

We will take appropriate measures (including physical, digital and administrative) to protect your personal data from loss, destruction, misuse and unauthorized access or disclosure. Access to personal data is limited to those persons who need them for purposes of fulfilling their duties. Users are bound by an agreement of non-disclosure.

Please note that even the most appropriate measures are unable to entirely prevent all potential security breaches. In the event of an eventual personal data security breach, we will inform you in accordance with applicable legislation.