### DATA PRIVACY NOTICE

In accordance with EU data privacy law and the General Data Protection Regulation (GDPR)

#### **General information**

In order to provide you with the best possible service, we collect and use some personal information about you. However, we respect your privacy and are committed to protecting it. This data privacy notice contains information about the personal data we collect and why we collect it, as well as information about the rights you may exercise with regards to your personal data.

A&S Restaurants uses your personal data in accordance with this data privacy notice and applicable law, so we urge you to read this data privacy notice carefully. We may also update this data privacy notice as our business develops or if the law changes.

By using our services and our website or by contacting us, you accept that we will use your personal data in accordance with this data privacy notice.

## Why do you collect personal data about me?

We collect, store, and process personal information about you only for predefined purposes. The primary purposes are to:

- Take table reservations;
- Implement our contractual obligations;
- Communicate with customers and answer contact requests;
- Develop our business;
- Process personal data related to payment and billing; and
- Target services to you.

## What personal data do you collect, and what are your sources?

We primarily collect personal information about you when you contact us or later when you use our services. Additionally, we may collect information from public sources and registries, for example from company websites. We may also collect information about traffic to our website using Google Analytics in order to analyse and further improve our website. We may use IP-addresses to manage our website and newsletter, as well as to gather statistics in order to analyse and make our website even better and target relevant marketing to our users.

Typically, we receive the following information directly from you:

- Name, email address, phone number, address and possibly the address/billing address of the company you represent, title
- Information related to your reservation

With your permission, we also use the following information:

Joining our mailing list to receive newsletters ->joining/remaining on our mailing list

## What is the legal basis for the use of my personal data?

We ensure that we always have the legal grounds to use your personal information. We may use your personal information for a variety of reasons. We will use your information to enforce a contract or reservation and to fulfil legal obligations. We will also use your personal information for legitimate interest, which is the provision of our services and the pursuit and development of our business. Some personal information may also be used with your consent.

We do not ask for or store personal identification numbers or save debit or credit card information.

## Who uses my personal data?

As a rule, your personal data is used by our personnel when performing their assigned duties. We may also outsource some management of your personal data, such as to information systems which store and process personal data. We will, among other things, arrange for your information to remain confidential, and your information will also be managed in accordance with the law. We may disclose information as required by the competent authority.

## Will my personal data be transferred outside the EU?

We will not transfer your personal data outside the EU.

# How long is my personal data stored?

We will not keep your personal data any longer than is necessary for its intended purpose or than is required by law or contract. However, how long your personal data is stored may vary, depending on the intended use and the particular situation. We also strive to update your personal information from time to time.

# How do you store and protect my personal data?

Your data will be kept on our own servers and / or on those of our service providers which are protected by industry standards. Any personal data we collect and use will be kept confidential and will not to be disclosed to any persons other than those who need it in the

course of their work, or to our service providers on a confidential and limited basis as stated in our service contracts. Access to your personal information is protected by user-specific usernames, passwords and permissions.

We maintain physical and digital data security as appropriate by, among other things, using advanced firewall technology, back-ups, regular updates, passwords and alarm systems.

We use SSL to ensure that the information provided to us remains confidential, and, for example, we always send bank and credit card information over a secure connection.

The requirement to share your personal data and the consequences of not doing so If you do not provide any personal data (even a name or a phone number) or allow us to use your personal data, we will probably not be able to serve you or to fulfil the purpose of our business. In other words, if you do not want us to use your data in accordance with this data privacy notice, we cannot make a table reservation for you.

## What are my rights?

#### Withdrawal of consent

Provided that we have your consent to use your personal data, you may at any time withdraw your consent by notifying us and sending an email to myynti@asravintolat.fi

#### Access to your personal data

You have the right to receive confirmation that your personal data is being held and to know what data we are using about you. You also have the right to receive additional information about the legal grounds on which your data is being used.

### The right to correct mistakes

You have the right to request that we correct any inaccurate or outdated or otherwise incomplete personal data about you.

#### Right to deny direct marketing/advertising

You can prohibit the use of your personal data for the purposes of direct marketing by sending an email to myynti@asravintolat.fi, or at any time directly from the newsletter via the unsubscribe link.

#### The right to object to the use of personal data

Provided that we use your personal data on the grounds of our public or legitimate interest, you have the right to object to the use of your personal data in so far as there is no reason that would override your rights. Please note that in such a situation we will probably no longer be able to serve you.

#### The right to limit the use of personal data

Under certain circumstances, you have the right to demand that we restrict the use of your personal data. Please note that we do not, for example, ever collect or store personal identification numbers.

#### The right to the portability of your personal data

Provided that we have had your consent to use your personal data or used it to fulfil a contractual obligation, you have the right to receive your personal data in an appropriate machine readable form so that the data may be transferred to another service provider.

## How can I exercise my rights?

To exercise your rights as stated above, please contact us in writing by sending an email to myynti@asravintolat.fi or by mail to A&S Restaurants, Neitsytpolku 12, 00140 Helsinki. Please include your name, address and phone number. We may, if necessary, request a form of identification in order to verify your identity and ensure that no personal data is disclosed to anyone other than the data subject. If you find that the use of your personal data is not lawful, you can also file a complaint with the competent supervising authority. The data controller is responsible for the customer within the time limits set forth by the EU Data Protection Regulation.

#### Can this privacy statement be updated?

We may make updates to this Privacy Statement as our business or our privacy policies change. Updates can also become necessary if the law changes. These changes will take effect once we've released an updated privacy statement. For this reason, we ask you to review the contents of this privacy statement at regular intervals.

## Whom can I contact about data privacy-related issues?

Contact information:

A&S Restaurants, Neitsytpolku 12, 00140 Helsinki, tel. +358 9 7425 5505, myynti@asravintolat.fi or Johanna Haataja, Sales and Marketing Director: johanna.haataja@asravintolat.fi

