

## **PRIVACY POLICY**

**Latest update: October 2017.**

Arzalia Ediciones S.L. with registered office in C/Zurbano, 85-3º-1, 28003 (Madrid) and VAT No. B-87753224, (hereafter, "ARZALIA") informs, by means of this document, about its privacy policy provided through the website [www.arzalia.com](http://www.arzalia.com) (hereafter, the "WEBSITE").

### **1. IDENTIFICATION OF THE CONTROLLER**

#### **Who is responsible for the processing of your personal data?**

ARZALIA, as stated above, stands for the commercial entity Arzalia Ediciones S.L. which is the Controller of your personal data.

- The registered office of ARZALIA is C/Zurbano, 85-3º-1, 28003 (Madrid).
- VAT No. B-87753224.
- ARZALIA is a commercial entity registered in the Madrid Commercial Registry in the general Volume 35566, Sheet 121, Section 8, Page M-639244.
- Contact telephone number: +34 639705273; email address: [ricardo.artola@arzalia.com](mailto:ricardo.artola@arzalia.com)

Just by accessing the WEBSITE you do not provide personal data to ARZALIA. However, you may provide personal data on a voluntary basis in the event that you send emails, queries or comments through the contact channels provided by ARZALIA.

In the event that personal data are processed, this will be done in compliance with the principles of lawfulness, fairness, transparency, limitation of the purpose and storage time, minimization, accuracy, integrity, confidentiality and proactive responsibility.

### **2. PURPOSE OF THE PROCESSING**

#### **What are your personal data used for?**

ARZALIA informs you that your personal data will be used for:

- Satisfying your request, consultation or observation, among others, submitted through the "Newsletter", "Publish with us" or "Contact us" Sections as well as any other means of communication with the Controller through the WEBSITE.
- Managing business relationships with the users.

- Submitting information about activities carried out by ARZALIA via telephone, post, email, including SMS alerts or other similar means of messaging.

The storage period of your personal data by ARZALIA will depend on criteria related to the type or content of your request, the pertinence or timeliness of the same as well as the time necessary for such requests to be attended, both negatively and positively.

The data will be exclusively processed for specific, explicit and legitimate purposes and will not be further processed in a manner incompatible with them.

### **3. LEGITIMATE BASIS.**

#### **Why are we processing your data?**

The legal basis that justifies that we treat your data is that you have given us your free, specific, informed and unequivocal consent to do so, either because you have contacted us to make a consultation or request, whose response or resolution on our part renders such processing indispensable.

### **4. RECIPIENTS.**

#### **Who will be the recipients of your personal data?**

Your personal data will not be disclosed to third parties, unless required by law or court order.

### **5. RIGHTS OF THE DATA SUBJECTS.**

#### **What are your rights in relation to your personal data?**

As owner of the data, you will be able to exercise at any time the rights of:

- Access: You have the right to have ARZALIA confirm if it is processing data concerning you and, if so, to be able to access such data.
- Rectification: You have the right to have ARZALIA proceed to rectify or delete those data that are inaccurate or incomplete.
- Erasure: You also have the right to request ARZALIA to delete your personal data. In this case, you will also have the right to limit your data, which means that we can only reprocess your data with your consent, or to exercise or file claims. Consequently, ARZALIA will stop processing your data, except for legitimate reasons or the exercise or defense of any claims.

The mentioned rights may be exercised by sending a duly signed application accompanied by a photocopy of your ID card (or equivalent identification document) by post to ARZALIA, C/ Zurbano, 85-3º-1 - 28003

(Madrid) or to the email address: [ricardo.artola@arzalía.com](mailto:ricardo.artola@arzalía.com), indicating in the matter "DATA PROTECTION RIGHTS".

You may withdraw your consent at any time, which will not affect the lawful processing of your data prior to that time.

Additionally, we inform you that you have the right to file a complaint before the Spanish Data Protection Agency if you are not satisfied with our way of processing your data or exercising your rights.

This privacy policy has been drafted in accordance with the criteria established by the new European Union General Data Protection Regulation as a legal reference framework as well as national legislation in force.



