

Law Firm COBALT Data Privacy Notice

This Data Privacy Notice is intended for you as a participant in an event organised by Law Firm COBALT (the **Law Firm**) and provides important information about how the Law Firm processes your personal data when you attend an event organized by it. If you have further questions about your rights as a data subject, please feel free to contact us using the details provided below.

The Law Firm will process personal data of attendees and speakers with whom it interacts when organising various events for the following purposes:

- Organizing an event, including, without limitation, arranging for catering and adapting the venue for attendees with special needs;
- Fee management (applies to paid events only);
- Attendee registration management;
- Necessary pre-event communication;
- Necessary post-event communication including, without limitation, forwarding presentations and questions that were not answered;
- Promotion of other events/services of the Law Firm;
- Promotion of an event in public spaces, including, without limitation, uploading photos or videos from the event on social media accounts and the website of the Law Firm;
- Collecting data through statistical surveys;
- Protecting the Law Firm against complaints and lawsuits;
- Sending direct marketing communications, including newsletters and service quality surveys, provided you do not object. **If you do object, please let us know via the contacts below.**

We process your personal data for the purposes outlined above on the basis of our own legitimate interest or when relying on the legitimate interest of a third party. In exceptional cases, we may process your personal data on the basis of your consent. You will be notified of such cases separately.

As a data subject, you may exercise the following rights:

- ✓ Access your data and be informed about how they are processed (right of access);
- ✓ Request rectification of personal data or, taking into account the purposes of the processing of personal data, have incomplete personal data completed (right to rectification);
- ✓ In certain cases, obtain the erasure of your data or the suspension of data processing activities concerning you (except storage) (right to erasure and 'right to be forgotten');
- ✓ In certain cases, request that the data controller restrict the processing of personal data (right to restriction of processing);
- ✓ In certain cases, exercise the right to data portability (right to data portability);
- ✓ Object to data processing where the data are processed on a consent basis;
- ✓ Object to your data processing by filing a well-founded explanation;
- ✓ Lodge a complaint with the State Data Protection Inspectorate.

You can rest assured that the Law Firm has adopted all reasonable technical and administrative measures to ensure that data that we collect are protected from loss, unauthorised access and/or alteration.

When reasonably necessary, the Law Firm may share your personal data with other speakers, event venue managers or providers of services for the event, i.e. catering service companies, IT service providers, banks or other payment institutions (in the case of paid events). Otherwise the Law Firm will only transfer your personal data when required by applicable laws and in doing so will ensure the security of the data it transfers.

The retention period for personal data of attendees will be 6 months after the particular event has occurred.

Due to the large number of participants, in the case of multiple registrations from the same company, the Law Firm will inform all attendees from that company of the need to reduce the number of its representatives by sending a general e-mail to the **specified e-mail addresses**.

Please note that you can be photographed, video or audio recorded at our events. If you object to the use of your image in materials used to promote the Law Firm or the event in public space, please inform our events assistants no later than before the start of the event.

Data controller's details:

Law Firm COBALT

Registered address: Lvovo g. 25, Vilnius

Privacy policy: cobalt.legal