



# w.aluminios.la

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ACTUALIZADO EM 2018/05/21



## PRIVACY POLICY L.A. ALUMÍNIOS

### 01. Introduction

The company Luís Almeida, Alumínios e Vidros SA (from now on designated as L.A. Alumínios), in its commercial activity, need to collect some personal data of its customers, always respecting the right to privacy and collecting only personal information only with the prior consent of its clients. L.A. Alumínios may share the data collected with the prior consent of the client with other companies of the group.

L.A. Alumínios's Privacy Policy serves a clear understanding of how it collects, uses, shares and protects the personal data of its customers when they use the company's services.

L.A. Alumínios does not commercialize personal data of customers, employees, or users.

### 02. Responsible for the collection and processing of personal data

Your data will be collected and processed by L.A. Alumínios, NIPC 502 296 682, headquartered at Avenida da Ponte Nº 74, Pinhal de Frades, 2840-739 SEIXAL. This company is responsible for the processing of personal data within the meaning of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (hereinafter GDPR).

For questions related to the processing of personal data you may contact L.A. Alumínios by the following means:

Telephone: 00351 212 268 560, available on business days, with business hours Monday through Friday between 09:00 AM and 1:00PM and between 2:00PM and 6:00PM.

Address: Avenida da Ponte N.º 74, Pinhal de Frades, 2840-739 SEIXAL

E-Mail: [privacidade@aluminios.la](mailto:privacidade@aluminios.la)

### 03. Processing and alteration

By providing personal data to L.A. ALUMÍNIOS, the customer acknowledges and agrees that they are processed in accordance with this Privacy Policy and with the rules and principles contained in the respective terms and conditions of the services used. To this extent and with regard to the processing of personal data, the client should read this Privacy Policy.

We inform you that, whenever it appears necessary, we will change this Privacy Policy without prior authorization.

### 04. What is personal data

They are any information, of any nature and regardless of their support, relating to a natural person, directly or indirectly, identified or identifiable (data subject).

### 05. What personal data are collected and processed

The personal data collected by L.A. Alumínios is limited to those strictly necessary for the purpose of the treatment, namely the name, address, telephone tax identification number and e-mail address, but other data necessary for the supply of products or services may be collected.

### 06. When do we collect personal data and for what purpose we collect them

The personal data we collect from our customers are requested when making a purchase or ordering of products or services at one of our stores, on our website or during the visit of a vendor / distributor L.A. Alumínios, in the process of creating the data sheet client, or following a budget request for a potential customer or current customer who is missing data to complete the form.

Some of the personal data are mandatory L.A. Alumínios will report this obligation. The provision of incorrect or inaccurate data is the sole responsibility of the customer who owns them.

The collection and processing of personal data by L.A. Alumínios has the following purposes (1) Customer management, (2) Marketing or Telemarketing, (3) Profile definition and (4) Recruitment, detailed below:

1) Customer Management, since L.A. Alumínios is dedicated to the sale of locksmith's articles, machines, accessories and also to the provision of services, such as transportation and deliveries, through physical stores, telephone contact and or by electronic mail, of the articles they commercialize themselves, the processing of the data is necessary for the fulfillment of the contract of purchase or sale of services, to be celebrated, or to carry out pre-contractual procedures at the request of the client, such as budgeting.

If you wish to use banking, you will be asked for personal data in the form for this purpose, as well as the acceptance of the General Conditions for the due effect. The availability of personal data is essential so that you can take advantage of all the advantages that

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☎ 917 729 050	☎ 917 729 040	☎ 917 729 041	☎ 917 729 042	☎ 917 729 043	☎ 917 729 044	☎ 917 729 045	☎ 917 729 047	☎ 917 729 048
<a href="mailto:seixal@aluminios.la">seixal@aluminios.la</a>	<a href="mailto:seixal1@aluminios.la">seixal1@aluminios.la</a>	<a href="mailto:povoa2@aluminios.la">povoa2@aluminios.la</a>	<a href="mailto:lagoa3@aluminios.la">lagoa3@aluminios.la</a>	<a href="mailto:montijo4@aluminios.la">montijo4@aluminios.la</a>	<a href="mailto:barreiro5@aluminios.la">barreiro5@aluminios.la</a>	<a href="mailto:famaliao6@aluminios.la">famaliao6@aluminios.la</a>	<a href="mailto:viseu7@aluminios.la">viseu7@aluminios.la</a>	<a href="mailto:alcantarilha8@aluminios.la">alcantarilha8@aluminios.la</a>

L.A. ALUMÍNIOS E VIDROS, S.A., Capital Social € 101.000,00, NIPC 502 296 682, Matric. CRC Seixal sob o n.º 1913

Av. da Ponte N.º 74 - Pinhal de Frades 2840-739 SEIXAL PORTUGAL

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L.A. Alumínios offers its customers / partners, that is, for the execution of commercial documents with the appropriate discounts, it must fill in all fields marked "obligatory". The personal data collected for this purpose will be retained indefinitely, even if it is a customer that has ceased commercial activity.

Marketing or Telemarketing, L.A. Alumínios may treat the personal data collected to send to the respective holder information about products and services marketed by them or their group's activities. This processing of personal data will be carried out only with the express consent of the holder, provided in particular when filling out and submitting the form (mod. 021) or subscribes to our newsletter. If you consent, you will receive marketing communications via e-mail, fax and / or SMS. L.A. Alumínios reserves the right to share the personal data collected with third parties that manage social networks, such as Facebook, to carry out marketing campaigns of these platforms.

Consent for the processing of personal data for marketing purposes can always be revoked at any time by the owner. The personal data collected for this purpose will be kept indefinitely until requested by the holder.

3) Definition of profiles, L.A. Alumínios performs the definition of profiles based on the information related to the purchases made in their branches and requests for budgets, recording the products purchased, amounts paid, date and time, as well as the place of purchase collection or delivery. The information gathered is analyzed to identify the customer's consumption profile, enabling L.A. Alumínios to improve its offer, plan its communication and manage its promotions, sending customized information tailored to each client's profile.

4) Recruitment, L.A. Alumínios during the recruitment process, collects and processes personal data of the respective candidates. The personal data of any candidate will be kept for five years. The personal data collected will also be processed to answer the questions, suggestions or complaints presented by the respective holder to L.A. Alumínios.

### 07. The sharing or transfer of personal data

The personal data collected by L.A. Alumínios may be hosted, shared and communicated to other companies of the L.A. Alumínios group, namely LA Sport Lda.. In situations where personal data are transferred or housed in L.A. Sport Lda., They will be fully guaranteed the levels of confidentiality, security and protection, guaranteed by LA Alumínios.

L.A. Alumínios may use subcontractors for all or part of the aforementioned purposes, as well as for the maintenance, accommodation and management of its computer systems and equipment, in the terms allowed by the legislation that regulates the processing of personal data, these entities being obliged to maintain confidentiality and to guarantee the security with respect to the personal data to which they have access, for that purpose, not having to use that data for any other purposes, or for their own benefit, or to relate them with other data that they possess.

Personal data may also be made available to the courts and other competent authorities, in strict compliance with the law.

The personal data collected by L.A. Alumínios will be processed within the European Union.

### 08. The period of retention of personal data

L.A. Alumínios maintains the personal data during the aforementioned conservation periods and only for the period of time required, or for the fulfillment of obligations to which it is legally subject. In any case, once the relationship with the owners of personal data is over, they will no longer be treated for commercial purposes.

### 09. Security and confidentiality of personal data

L.A. Alumínios undertakes to implement all precautions necessary to preserve the confidentiality and security of personal data collected and processed, preventing them from being distorted, damaged, destroyed, or unauthorized third parties have access to them. State-of-the-art technical and organizational security measures have been developed, especially with regard to information systems. However, it does not control all risks related to the use of the Internet by alerting already to the existence of possible risks associated with its use and operation, and consequently the sharing of personal data by this means.

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## 10. Rights of the holder of the personal data

According to the legislation in force, the holder of the personal data has the right to access and rectify his data, as well as the right to request its removal, to oppose its treatment and to obtain its limitation or portability insofar as applicable. You can also object to your data being used in order to create your customer profile, in this case, to benefit from personalized offers or services.

The exercise of any of the rights legally conferred by the respective holder must be done by means of a letter or e-mail signed by the owner and be accompanied by a photocopy of an identification document with the signature of the holder exercising his right.

The rights conferred may be exercised through direct contact with L.A. Alumínios by:  
 - Letter to: L.A. Alumínios Customer Support, Avenida da Ponte N° 74, Pinhal de Frades, 2840-739 SEIXAL  
 - E-mail to: [privacidade@aluminios.la](mailto:privacidade@aluminios.la)

The holder of the personal data should bear in mind that in certain cases (such as for legal reasons) your request may not be immediately met. In any case, you will be informed of the measures taken in this regard, within a maximum period of 30 (useful) days from the moment the request is received in our services.

The holder of the personal data may also withdraw, at any time, their consent, when applicable, through the channels made available for this purpose by L.A. Alumínios. However, the withdrawal of consent does not compromise the lawfulness of the treatment made on the basis of the prior consent given nor the subsequent treatment of the same data, based on another legal basis, as is the case of compliance with the contract or legal obligation to which L.A. Aluminum subject.

## 11. Right to complain

For any question about the collection and processing of data by L.A. Alumínios, the respective holder can contact the customer service by email at [privacy@aluminios.la](mailto:privacy@aluminios.la).

You can also file a complaint with the National Data Protection Commission (CNPD) Rua de São Bento 148, 1200-031 Lisboa, PORTUGAL, on how L.A. Alumínios collects and processes personal data.

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