

## **PRIVACY POLICY AND DATA PROTECTION MARINELLO ADVOGADOS**

We are a legal firm that values our relationship with our customers. Trust, loyalty and transparency define us. Led by these values we collect and take care of our USER's personal data when he/she accesses our website and/or hires us to perform any service.

Thus, we recommend USERS to carefully read all items of the PRIVACY AND CONFIDENTIALITY POLICY described below, as well as the TERMS OF USE, bearing in mind that, before browsing our website or filling in any of the forms contained therein, **THE USER DECLARES THAT AFTER READING IT, HE/SHE FULLY ACCEPTS AND AGREES IMMEDIATELY TO BOTH DOCUMENTS.**

USERS will find below information on how we collect, use, retain, treat and protect his/her personal data and those that visit the MARINELLO ADVOGADOS website, intended for absolute transparency regarding this important matter.

### **01 - REQUIRED INFORMATION**

Our website is one of many channels of communication with our clients, therefore, there are forms requesting information that will be directed to our internal areas so we can properly contact and respond all USER's requests.

Information requested in our forms are:

- Name
- E-mail address
- Telephone number
- Subject (freely filled in by the USER)
- Message (freely filled in by the USER)

Data will also be promptly collected from devices USERS access our website from, such as cellphones, tablets and computers, and also when USERS make use of our services, through cookies, web beacons and similar technologies, as well as other sources.

USERS, when registering, agree and are aware that we will be able to mediate and store in the system, correspondence of electronic messages with him/her within the website, WhatsApp or by e-mail, aligned with the main resolve of providing data security in our relationships and information exchanges within the website. USERS who fill in forms on the website attest for the accuracy of all DATA provided and guarantees the veracity of any-and-all information that filled in his/her registration, which can be changed or deleted by him at any time.

We only adopt forms authorized by law as legal basis for data collection, such as, but not limited to consent, legitimate interest and regular execution of signed contracts. When legal basis for the collection is not a consent, we will always observe the current legislation, as well as respect all individual rights and freedoms from data owners.

### **02 - USE OF INFORMATION**

All data collected in forms from the website and from conversations in our service, provided by USERS, are employed to accomplish our legitimate interest of providing services to this possible customer.

This data and information are collected so we can also operate, improve and personalize the services, by improving the communication between us and the USER, of which it is part: contact with the USER, questions related to USERS' need, presented by him/her, services to be offered in a timely manner, customer service, targeted advertising and detection, prevention and reduction of illegal and/or fraudulent actions.

We are committed to adopting all applicable standards and measures to maintain security of all data provided by the USERS, using the best technologies to keep this data safe. We do not share USERS information, we only request the necessary information, for legitimate interest to customer service.

We understand that for an excellent service provision, it is necessary to avoid loss or unauthorized access to USER data, nonetheless it makes necessary to emphasize absolute security on the internet is impossible.

We are not responsible for any attempt, illegal interception or breach of systems or database by unauthorized persons, and we also not responsible for improper use of information obtained by these means.

USERS, or anyone else, are not allowed to reproduce, execute, display, distribute, reverse engineer parts or everything that is derived from the owned or licensed content.

The following will not be considered personal data and, therefore, is not subject to confidentiality:

- (a) that were already in the public domain at the time they were collected, or come to be in the public domain without violating the obligations now recognized;
- (b) that may become known to the USER in a non-confidential manner, received from third parties, which

acquisition and disclosure are totally independent, without violating any of the obligations now accepted and without any confidentiality; or (c) the disclosure of which is required by law, regulations or administrative, judicial or arbitration decision.

### **03 - COOKIES**

Cookies are small files that are installed on the hard drive for a limited time with the purpose of helping to personalize services for USERS, also so that he/she does not need to frequently enter the same information, to count and confirm activity records, to improve the use of the website and services provided and to collect data regarding navigation on the website.

Cookies are also used to check interest, behavior and demographics of those who visit or are USERS, so that more relevant content can be targeted, better meeting their needs and offering a better service. This information is also analyzed to improve informational communication, in addition to improving commercial and promotional initiatives, interest banners, news and personalization of services. There may still be the use of Cookies to promote and enforce the site's security rules. We may also add Cookies to emails he/she sends to measure effectiveness of the information.

Every USER and visitor who accesses our site, whether for use or just visiting, accepts and agrees that Cookies will be installed on their computer, device or tablet, for the purposes above.

Installation and permanence or retaining of Cookies on USER's computers / devices depend exclusively on his / her will, therefore, cookies can be deleted at any time.

Our PRIVACY POLICY only covers the use of Cookies by us, therefore, we have no control over the use of Cookies installed by third parties.

### **04 - WEB BEACONS**

Web Beacons are devices similar to Cookies and are also used for the purpose of measuring traffic patterns of USERS from one page to another, in order to maximize the flow of traffic through the web.

Every USER of the website must be aware, accept and agree that a website may use a monitoring system through Web Beacons.

### **05 - USE OF INFORMATION BY OTHER USERS AND THIRD PARTIES**

The USERS' personal data will not be seen or accessed by other users of the site.

We do not share information entered by USERS with third parties.

### **06 - ORDER OF COMPETENT AUTHORITIES - LEGAL REQUIREMENTS**

Whenever requested by an authority and / or court order, as in cases regulated by Brazilian law, one must provide personal data, access records, and activities carried out on the website.

We will collaborate with the competent authorities and third parties to ensure compliance with the laws, aiming to safeguard the integrity of the website and the USER, preventing illegal activities, and promoting the protection of industrial and intellectual rights, preventing fraud, among others.

We will be able to inform all DATA provided by a registered USER to the participants of the Intellectual Property Protection Program, data include: full name, address, municipality, telephone, e-mail and any other data, if such disclosure is necessary or appropriate to investigate fraud, infringements of industrial or intellectual property rights, piracy or any other illegal activity that may expose and/or harm the USER and/or our company, directors, employees, and others with ties to the company and that implicates any legal responsibility.

We hold the right, at any time and discretion, also in cases required by law, to reveal the name of the USER and all his/her personal data registered to entities or third parties, if it is noticed that any USER is carrying out any illegal and harmful activity to us, other users or third parties.

We strive to maintain integrity and security of the website and USER's information, as well as the Privacy and Information Confidentiality Policies of this website.

### **07 - CHANGES IN RECEIVING E-MAILS**

If USERS do not want to receive messages, informational emails of promotions, news and changes sent by us, all that is needed is to email or call us, not to receive any more emails or messages.

### **08 - RIGHTS OF CANCELLATION AND CHANGE OF PERSONAL DATA**

USERS, since his/her registration, can change it at any time and also disable it, if he wishes. His/her name and e-mail, for example, can be changed in the USER's registration.

Once the registration change is made, the obsolete data is deleted from the database, replacing the old data

with the new data, which, without damage, may retain some of the original information for reasons of security, fraud control and/or legal determination.

In some cases, we may keep personal data that was requested for the change on file, for the sake of applying it to solve disputes or complaints, detect problems or incidents.

USERS may, at any time, request definitive deletion of his/her registration from the database, which will occur immediately. Information on the operation that took place, such as the purchase of products (e.g., course), may remain as a result of a legal obligation.

## **09 - SUCCESS CASES**

Publication of successful cases and all information and data of our customers on the website have been authorized by its owners. These are regarding services provided by us therefore and relate to the results achieved.

## **10 - INTERNAL DATA PROTECTION POLICY**

We protect information and data received and collected from our USERS, correspondingly we maintain an internal data protection policy, designed to preserve security and ethics when accessing data.

USERS' data will be kept in our records until he/she informs us of the exclusion wish. We are in continuous improvement, so that we seek to enhance our products and services, this Privacy Policy may undergo updates to reflect these changes. Therefore, we recommend that you visit this page periodically so that you are aware of any changes made.

We keep an open channel with our clients on the topic through the following contacts:

**Telephone: +55 (11) 3803-9317**

**marinello@marinello.adv.br**

## **11 - USER'S RIGHTS**

We respect the rights of the USER and consider it is essential to make it clear which ones they are, so it follows a summary of concepts, according to the Brazilian General Data Protection Law (LGPD) and some other Brazilian sectoral laws regarding data protection, which are:

- access to data: USERS can learn all of his/her data and information are held and what they are;
- change his/her data: USERS may request that data contained in our databases be changed, if they are erroneous, proving the corrected data;
- delete the data: USERS may request that his/her data contained in the databases be deleted, unless there is a legal obligation to keep them;
- confirm that his/her data is being processed in any way;
- block use. USERS can request that his/her data be blocked, that is, not used, but will not be deleted, unless there is a legal obligation for withholding this data;
- restrict the processing of data in cases permitted by law;
- request a review of decisions made solely on the basis of automated processing of his/her personal data that affects his/her interests.
- debate handling and practice to his/her his data;
- ask for explanations regarding the logic used in the collection of his/her data;
- be aware of the possibility of not providing his/her consent and the consequences of this; and
- withdraw his consent to his data.

It may be necessary to request from USERS specific information to help confirm his/her identity and ensure his/her right to access his/her personal data (or to exercise his/her other rights). This is a security measure to ensure that personal data is not disclosed to anyone who is not entitled to receive it.

We may contact the requesting USER for more information regarding his/her request, in order to speed the response. Legitimate requests will be answered within the legal deadline.

If his/her request is particularly complex or if the USER has made several requests, we will notify him/her and keep him/her updated on the progress of his/her requests, in case it requires more time than expected for in that item.

If the USER has any questions about these issues and how he/she can exercise these rights, he/she may contact us.

## **12 - JURISDICTION AND APPLICABLE LAW**

The present document described here is governed by Brazilian current laws.

For clarification of any issue or questions related to the documents contained in this website, the parties elect the Forum of the City of São Paulo (SP), renouncing any other, however privileged it may be, except for complaints that are submitted by a USER that fits. in the legal concept of consumer, which may be submitted to the jurisdiction of his domicile.