

## **Data protection declaration**

EVO Payments International GmbH, referred to herein as “EVO”, takes the protection of personal data and your privacy very seriously. We would like to explain how we protect your data and what it means when you use our services. In order to guarantee the greatest possible protection of your privacy, we comply with all legal regulations on data protection and the provisions of the EU General Data Protection Regulation and related laws.

### **1. Name and address of the responsible company**

EVO which includes Card Pay from the AA, is your service provider and can be contacted at the following address: Scottish Provident Building, Suite 330, 7 Donegall Square West, Belfast, Co.Antrim, BT1 6JH, United Kingdom.

### **2. Name and address of the data protection officer**

You can contact our data protection officer at any time with any questions concerning data protection as follows:-

1. By email at [gdpr@cardpayaa.com](mailto:gdpr@cardpayaa.com) or
2. In writing to: Card Pay from the AA, Scottish Provident Building, Suite 330, 7 Donegall Square West, Belfast, Co.Antrim, BT1 6JH, United Kingdom. FAO: GDPR.

### **3. Personal data**

Personal data is all data that can be related to you personally. This includes personal data that you have provided to us as part of your merchant application and ongoing services, such as your name and your e-mail address.

### **4. Processing of personal data**

Within the scope of our contractual relationship, you have made personal data available to us for the purpose of us delivering payments services to you, as set out in the contract:

- Name and title (including the names of anyone that holds more than 25% of shares or voting rights in a company, has the right to appoint or remove the majority of the board of directors or otherwise exercises significant influence or control over the business)
- Business Trading name
- Registered Business name
- Trading Address, Registered Business Address and including personal address(es)
- DOB
- Place of birth
- Nationality
- % business ownership
- Telephone / mobile phone number
- E-Mail
- Tax number (VAT ID or National Insurance Number as applicable)
- Description of business activities
- Bank details (bank name, account holder name, address, bank account number and sort code, SWIFT/BIC, IBAN)
- Data required by applicable law such as money laundering legislation.
- Contact details (name, phone number and email address) for installation of terminal at site (if applicable)
- Contact details (name phone number and email address) for technical support on eCommerce solutions e.g. your web developer (if applicable)

Our processing of your personal data is necessary for us to provide you with payment services set out in your payment acceptance agreement, as permitted by Article 6.1(b) of the GDPR.

## **5. Use of service providers for the processing of personal data / processing of data in countries outside the European Economic Area**

The data and information that you provide throughout our contractual relationship may be shared between the EVO Group, its affiliated companies, including third parties in connection with providing services to you under your payment acceptance agreement. Your personal data will remain protected by contractual restrictions between the EVO group companies that restrict the processing of your data.

If your data is processed in countries with data protection laws less strict than the European Economic Area, such as the United States of America, we will ensure that your data will be adequately protected through contractual and other methods.

## **6. Data security**

We implement comprehensive technical and organisational security measures to protect your data from unwanted access.

## **7. Your rights**

All related communication (instructions and requests) should be sent to the Data Protection Officer via email or post as outlined in section 2.

### **7.1. Right to information**

You have the right to request information from us at any time regarding your data.

### **7.2. Right of revocation / withdrawal of consent**

If you have given your consent to the use of your data, you can revoke this at any time. This may result in you needing to terminate your contract if we are unable to continue providing payments services to you without this data. Any contracted service fees will still apply.

### **7.3. Right of rectification / correction**

If your stored data is incorrect, you can contact us at any time and have it corrected.

### **7.4. Right to delete and block**

You have the right to block and delete your personal data. As a rule, your personal data will be deleted within two working days of your request, unless we are required to continue holding your data for legal reasons.

### **7.5. Data transmission law**

Should you request the release or transfer of your personal data, we will release or transmit the data to you or another responsible person such as a data controller, in a structured manner.

### **7.6. Right of objection**

You have the right to object to the processing of your personal data by EVO at any time. This may result in you needing to terminate your contract if we are unable to continue providing payment services to you without access to this data. Any contracted service fees will still apply.

### **7.7. Contact for assertion of the rights of the person concerned**

You may assert your rights in relation to your personal data by contacting our data protection officer. You can contact our data protection officer at any time with any questions concerning data protection, as outlined in section 2.

## **8. Right of appeal to the supervisory authority**

You have the right to file a complaint with the competent supervisory authority against the processing of your personal data if you feel that your data protection rights have been violated. The applicable competent supervisory authority is the Information Commissioner's Office (ICO), and can be contacted on 0303 123 1113.

#### **9. Storage time**

Your personal data will be deleted once it is no longer required by your merchant processing agreement or applicable law.

Your personal data collected for advertising purposes will be deleted as soon as you withdraw your consent.