

PRIVACY NOTICE

About the Office

Recognized for their keen sense of business and the excellence of the legal services provided, **Velloza Advogados**, founded in 1993, is consolidated as one of the main offices in Brazil, serving companies from various segments of the economy, such as financial institutions, automakers, chemical industries, pharmaceuticals, oil companies, food and congeners, insurance companies, credit card operators, hotels, construction companies and, also, corporations focused on infrastructure and technology. In addition to the business segment, we provide legal advice to individuals of entrepreneurs and executives.

Velloza Advogados considers the confidentiality and privacy of the data of its clients and website visitors to be extremely important. We recognize and value the trust that individuals place in us when they provide us with personal data and are committed to safeguarding the confidentiality, privacy and security of the information and personal data we may collect on our website, in person, by email or telephone.

Our headquarters is located at Avenida Paulista, 901, 17th floor - Bela Vista, São Paulo /SP - CEP 01311-100 **and if you have any request related to your personal data, we request to send a message to the Data Protection Officer ("DPO"), via e-mail: dpo@velloza.com.br.**

This Privacy Notice is intended to help you understand our practices of collecting, using and sharing personal data and your rights in relation to the privacy of your data. By providing us with your personal data, you agree to the processing set forth in this Privacy Notice.

What personal data is collected, how and for what purposes.

The Firm treats only the personal data necessary to perform its purposes, in compliance with the principles and legal hypotheses that authorize its processing. According to the Brazilian General Data Protection Law ("LGPD"), the use of personal data must be justified

SÃO PAULO – SP

Av. Paulista, 901 / 17º e 18º andares
CEP 01311-100 / São Paulo / SP
Tel. 55 (11) 3145.0055

www.velloza.com.br

RIO DE JANEIRO – RJ

Rua da Assembleia, 10 / Sala 1601
CEP 20011-901 / Rio de Janeiro / RJ
Tel. 55 (21) 2509.0055

BRASÍLIA – DF

SHS / Quadra 6 / Bloco A / Sala 804
CEP 70316-102 / Brasília / DF
Tel. 55 (61) 3323.8848



under one of several legal bases. The main legal grounds justifying the use of personal data by the Office are:

- **Contract execution:** when data is required to sign or execute our contract with you.
- **Legal obligation:** when we need to use the data to comply with our legal obligations.
- **Exercise of Rights:** when the data are necessary for the regular exercise of rights in judicial, administrative or arbitration proceedings.
- **Consent:** when you have consented to the use of your data.

Below we inform you, how we obtain and what personal data we collect about you and its purposes.

Website page	Personal data provided directly by you	Purpose
VA News	Name and email	Receive our newsletters with information and/or updates on legal issues

During browsing our website, we may collect your personal data indirectly through cookies and other similar technologies, some of which are strictly necessary for the operation of the website. The data collected in this way may involve information about your device, records of access to the Internet application (such as IP, date and time) and duration of access in service to the Civil Framework of the Internet.

In addition, personal data may also be provided directly by you by e-mail, in person or by telephone for the purposes of contractual execution, compliance with legal obligation and/or exercise of rights, and only the data strictly necessary, appropriate and compatible with the purpose should be shared.

How it is used and with whom the data is shared.

The personal data provided on the VA News page of the website will be shared with the MailChimp platform strictly for the purpose of sending our newsletters with information and/or updates on legal issues. **If you no longer wish to receive our newsletters, the sending can be interrupted in a link to this existing in the Newsletter or if you prefer, please inform us in dpo@velloza.com.br (responsible for the processing of personal data).**

Personal data may be processed with legal entities of public and private law in the exercise of the legal activity and representation of the interests of our clients, as well as to meet legal or regulatory obligations and/or exercise of rights.

Velloza Advogados's website does not screen for age because it does not offer content intended for children and adolescents.

We inform you that **Velloza Advogados** does not in any case sell personal data.

How long we keep your personal data

We will retain your personal data for as long as necessary to fulfill the purpose for which the data was collected and for the time necessary to comply with legal or regulatory obligations and/or to exercise rights, always in compliance with the LGPD.

Your rights in relation to your personal data

Under the LGPD, you, as a data subject, have the following rights:

- Confirmation of the existence of treatment;
- Access to data;
- Correction of incomplete, inaccurate or outdated data;
- Anonymisation, blocking or deletion of unnecessary, excessive or non-compliant with LGPD;
- Portability of data to another service provider or product, by express request, in accordance with the regulations of the national authority, provided is in compliance with trade and industrial secrets;
- Elimination of personal data processed with the consent of the holder, except in the event of compliance with legal or regulatory obligation by the controller and study by research body, transfer to a third party, provided that is in compliance with the data processing requirements set out in the General Data Protection Law or exclusive use of the controller, restricted its access by a third party, and provided that the data is anonymized;
- Information of public and private entities with which the controller made shared use of data;

- Information on the possibility of not providing consent and on the consequences of the negative; and
- Revocation of consent, by free and facilitated procedure, ratified the treatments carried out under the support of the previously expressed consent.

Velloza Advogados uses technical and administrative measures to protect your information and personal data.

If you have any requests regarding your personal data, we request to send a message to the Data Protection Officer ("DPO") via email: dpo@velloza.com.br.

Third-party links

The **Velloza Advogados website** contains links to other websites. The Office is not responsible for the privacy practices or content of such websites. If you follow a link to any of these third-party sites, they will have their own privacy notices and you will need to verify those notices before submitting any personal data to those third-party sites.

Updates

Velloza Advogados may modify this Privacy Notice from time to time. You should refer to this Privacy Notice and the other legal terms contained herein whenever you access or use this website.

Last updated on December 16, 2020.