PRIVACY POLICY DESCRIPTION FOR ONLINE STORE

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Registry holder

The Finland Society, Mariankatu 8 B c10, FI-00170 Helsinki, <u>info@suomi-seura.fi</u>, +358-9-684 1210

Contact person

Membership Secretary Päivi Kukkakorpi +358 (0)44 710 9257, and Accountant Sari Kujansuu, +358 (0)44 760 4787

Registry's name

The Finland Society's online store

Purpose of processing personal information

Receiving new members and collection of membership fees.

Receiving orders for and delivery of country guides and products from the product brokerage as well as making payment transactions.

In the online store, newsletter subscribers are added to the Finland Society's electronic Newsletter receiver list.

Description of the groups of registered persons and personal information groups, the registry's information content

Name, address, email address, phone number, IP address, order and payment information.

Standard sources of information

Information will be obtained directly from customers in context with the order.

Groups to which information is submitted

The Petri Mahlberg company manages most of our online store's product brokerage. MyCashflow's key individuals have access to the data base in order to solve problem situations. The online store uses payment services from Paytrail. Banks receive payment information. Otherwise information is not handed over to outsiders.

Transfer of the information outside the EU or EEA

The Information is not passed on outside the European Union (EU) or European Economic Area (EEA).

Storage time of the information

MyCashflow's online store defines the storage time.

Description of technical and organizational security measures

A Manual material

Stored in a locked space.

B Computer-processed information

Registry information is stored appropriately, thoroughly and confidentially.

Data network and equipment are protected with a fire wall and other necessary technical procedures.

Payments for the online store's productions take place through a closed bank connection.

Persons handling orders and payments have access to information through their personal usernames and passwords.

Registered persons' right of inspection

Registered persons have a right to check their stored personal information and to receive copies of it. The inspection request must be done in writing and addressed to the registry's contact person.

Right to demand corrections on the information

If registered persons request to have their personal details corrected, the registry holder will correct or complement their personal information held in the registry.

Other rights concerning processing personal information

Registered persons have a right to forbid the registry holder from processing their personal information for direct advertising, long-distance sales and other direct marketing as well as market research and polling, vital records and genealogy. The ban must be addressed to the registry's contact person.