

Privacy Policy

Effective from 23 October 2026

1. INTRODUCTION

- 1.1. This policy describes how we process personal data in connection with the provision of legal services, communication with us and visits to our website www.krbadvokati.cz.
- 1.2. The controller of personal data is **KRB advokáti s.r.o.**, Company ID No.: 238 02 014, registered office at Trnitá 500/9, Trnitá, 602 00 Brno, Czech Republic, registered in the Commercial Register kept by the Regional Court in Brno, Section C, Insert 147565 ("we" or "us").
- 1.3. For any data protection matters, you can contact us by e-mail at info@krbadvokati.cz or in writing at our registered office. We have not appointed a data protection officer as we are not required to do so.
- 1.4. We process personal data in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council ("GDPR"), Czech Act No. 110/2019 Coll., on Personal Data Processing, Czech Act No. 85/1996 Coll., on the Legal Profession, and the professional regulations of the Czech Bar Association. All attorneys involved in providing our services are bound by professional secrecy.

2. PURPOSES AND LEGAL BASES OF PROCESSING

- 2.1. We process personal data for the following purposes:
 - a) **Provision of legal services.** We process the data of our clients, their representatives and contact persons to conclude a contract and provide the agreed legal services (Article 6(1)(b) GDPR). We process the data of other persons involved in the matter (e.g. opposing parties, other transaction parties or witnesses) on the basis of our legitimate interest in properly providing legal services and protecting our clients' rights (Article 6(1)(f) GDPR).
 - b) **Compliance with legal and professional obligations** (Article 6(1)(c) GDPR), in particular client identification and due diligence under Czech Act No. 253/2008 Coll., on Certain Measures against the Legalisation of Proceeds of Crime and Terrorist Financing (including checks whether a client is a politically exposed person or subject to international sanctions), administration of attorney escrow deposits, keeping records under professional regulations, accounting and tax obligations, and cooperation with public authorities.
 - c) **Handling enquiries.** If you contact us via the contact form, by e-mail or by phone, we process the data you provide so that we can respond to you or prepare an offer of services (Article 6(1)(b) and (f) GDPR).
 - d) **Protection of our legal claims** and compliance with obligations towards the Czech Bar Association and our insurer, e.g. in the event of a dispute or complaint (Article 6(1)(f) GDPR).
 - e) **Operation and security of the website** (Article 6(1)(f) GDPR), see Section 7.
- 2.2. Where a matter involves special categories of personal data (e.g. health data) or data relating to criminal convictions and offences, we process such data only to the extent necessary for the establishment, exercise or defence of legal claims (Article 9(2)(f) GDPR) or in the course of practising law under the Legal Profession Act (Article 10 GDPR).

- 2.3. We do not send marketing communications or newsletters, we do not sell personal data, and we do not carry out automated decision-making or profiling.

3. WHAT PERSONAL DATA WE PROCESS AND WHERE WE OBTAIN IT

- 3.1. Depending on the nature of the matter, we process in particular:
- a) identification and contact data (name, date of birth, Czech birth number, nationality, address, identity document details, e-mail, telephone, data box ID);
 - b) data required under anti-money laundering rules (information on the beneficial owner, the source of funds and other assets, whether the person is politically exposed or subject to international sanctions, a copy of the identity document);
 - c) payment and billing data (bank account number, information on payments and attorney escrow deposits);
 - d) the content of our communication, documents and other information relating to the matter;
 - e) technical data on website visits (IP address, browser type, time of access).
- 3.2. We obtain personal data primarily from you, from our clients (if you are not our client), from other persons involved in the matter, from public registers and records (e.g. the Commercial Register, the Register of Beneficial Owners, the Land Register, the Insolvency Register, sanctions lists) and from public authorities.
- 3.3. Providing the data necessary to conclude a contract and the data required under anti-money laundering rules is a condition for providing legal services. Without them we cannot provide the service, and in some cases we are required by law to refuse the transaction. Providing any other data is voluntary.

4. WHO WE SHARE PERSONAL DATA WITH

- 4.1. In addition to our managing director, legal services on our behalf are provided by attorneys who cooperate with us on a permanent basis (Mgr. Jaroslav Roch and JUDr. Ing. Karel Kutnohorský, LL.M.). They have access to personal data only to the extent necessary for the specific matter and are bound by professional secrecy.
- 4.2. We use the following processors:
- a) Microsoft Ireland Operations Limited, One Microsoft Place, South County Business Park, Leopardstown, Dublin 18, Ireland – e-mail, document storage and office applications (Microsoft 365);
 - b) AVE Soft s.r.o., Company ID No.: 253 78 392, Dostálova 882/63, Heřmanice, 713 00 Ostrava, Czech Republic – Evolio case management and billing software;
 - c) Fakturoid s.r.o., Company ID No.: 046 56 679, Na Perštýně 342/1, Staré Město, 110 00 Prague 1, Czech Republic – invoicing;
 - d) IN:COME ÚČTO s.r.o., Company ID No.: 071 54 194, Boční 298, 669 02 Kuchařovice, Czech Republic – accounting and tax advice;
 - e) Clientigent s.r.o., Company ID No.: 066 24 642, Pod Děkankou 1694/4, Nusle, 140 00 Prague 4, Czech Republic – AMLmonitor tool for screening politically exposed persons and international sanctions;
 - f) WEDOS Internet, a.s., Company ID No.: 281 15 708, Masarykova 1230, 373 41 Hluboká nad Vltavou, Czech Republic – website hosting;
 - g) Tomáš Hrkálík, Company ID No.: 012 57 242, U smaltovny 1334/22a, Holešovice, 170 00 Prague 7, Czech Republic – website administration;
 - h) Anthropic Ireland, Limited, Ireland – Claude artificial intelligence tool (Team plan) supporting work with documents; the provider may not use our content to train its models.

- 4.3. Personal data may also be disclosed, to the extent necessary, to: the bank holding our attorney escrow accounts (MONETA Money Bank, a.s.); courts, administrative authorities, land registry offices, notaries, bailiffs and other persons involved in the matter, where necessary to provide the legal service; public authorities, the Financial Analytical Office and the Czech Bar Association, where required by law.
- 4.4. Our processors process personal data mainly within the European Union. For providers whose parent company is based in the USA (Microsoft, Anthropic), access to data from the United States cannot be ruled out. Any such transfer is covered by the European Commission's adequacy decision (EU-US Data Privacy Framework) or by standard contractual clauses approved by the European Commission.

5. HOW LONG WE KEEP PERSONAL DATA

- 5.1. We keep personal data only for as long as necessary for the relevant purpose, in particular:
- a) the client file and documentation of the legal services provided for the period set by the professional regulations of the Czech Bar Association, currently 5 years after the provision of legal services ends;
 - b) data and documents obtained during client identification and due diligence under anti-money laundering rules for 10 years after the business relationship ends or the transaction is completed;
 - c) accounting and tax documents for the period required by accounting and tax laws (usually 10 years);
 - d) enquiries and communication that did not result in the provision of legal services for 1 year after the last communication.
- 5.2. We may keep data for longer where necessary to protect our legal claims (e.g. pending proceedings) or where required by other legislation.

6. YOUR RIGHTS

- 6.1. In connection with the processing of your personal data, you have the right:
- a) of access, i.e. to obtain confirmation as to whether we process your data and, if so, information about the processing and a copy of the data;
 - b) to rectification of inaccurate data or completion of incomplete data;
 - c) to erasure of data that we no longer need and are not required to retain;
 - d) to restriction of processing, e.g. while the accuracy of the data is being verified;
 - e) to data portability with respect to data we process by automated means on the basis of a contract;
 - f) to object to processing based on our legitimate interest;
 - g) to withdraw consent at any time, should any processing be based on consent.
- 6.2. You can exercise your rights by e-mail at info@krbadvokati.cz or in writing at our registered office. We will respond without undue delay and in any event within one month. If we have doubts about your identity, we may ask you to verify it.
- 6.3. Some rights may be limited by the attorney's duty of confidentiality. We cannot provide persons who are not our clients (e.g. an opposing party) with information whose disclosure would breach our duty of confidentiality towards our client.
- 6.4. You also have the right to lodge a complaint with the Czech Office for Personal Data Protection (Úřad pro ochranu osobních údajů), Pplk. Sochora 727/27, 170 00 Prague 7, www.uoou.gov.cz.

7. WEBSITE AND COOKIES

- 7.1. When you visit our website, our hosting provider processes technical data (in particular your IP address) in server logs to ensure the operation and security of the website.

- 7.2. The website uses only one strictly necessary cookie, “_nss”, which protects forms against misuse and is deleted when you close your browser. We do not use analytics or marketing cookies and therefore do not ask for consent to their use.
- 7.3. We process data submitted via the contact form to handle your enquiry in accordance with Section 2.1(c).
- 7.4. The website contains links to third-party websites (e.g. LinkedIn, Google Maps, the Czech Bar Association). Once you click a link, data processing is governed by the rules of the operator of that website.

8. SECURITY AND CHANGES TO THIS POLICY

- 8.1. We have adopted appropriate technical and organisational measures to protect personal data against unauthorised access, loss or misuse.
- 8.2. We may update this policy. The current version is always available at www.krbadvokati.cz. This version replaces the policy effective from 6 October 2025. In case of any discrepancy between language versions, the Czech version prevails.

Mgr. Marek Bogdanovski, attorney-at-law and managing director