

<p>1. DATA CONTROLLER</p>	<p>FINLAND: 3Step IT Group Oy Business ID 2087590-4 Mechelininkatu 1a 00180 Helsinki Finland</p> <p>which is the parent company of 3 Step IT group, and one or several of the following subsidiaries together, whichever in each customer relationship is applicable:</p> <p>FINLAND: 3Step IT Oy Business ID 2161942-7 Mechelininkatu 1a 00180 Helsinki Finland</p> <p>DENMARK: 3Step IT A/S Business ID 26106427 Vandtårnsvej 62, 2860 Søborg Denmark</p> <p>NORWAY: 3 Step IT AS Business ID 878703812 Wergelandsveien 7 0167 Oslo Norway</p> <p>SWEDEN: 3 Step IT Sweden AB Business ID 556488-0218 Box 1556 581 15 Linköping Sweden</p> <p>ESTONIA: 3Step IT OÜ Business ID 10731756 Narva mnt 7d, Tallinn 10117 Estonia</p> <p>LATVIA: 3Step IT SIA Business ID 40003717838 Vilandes iela 3 LV-1010, Riga Latvia</p> <p>LITHUANIA: UAB 3Step IT Business ID 300059934 Juozo Balčikonio g. 9, LT-08247 Vilnius Lithuania</p> <p>UNITED KINGDOM: 3 Step IT (UK) Limited Business ID 5476079 Building 329, Doncastle Road Bracknell, Berks RG12 8PE United Kingdom</p>
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2. CONTACT PERSON IN MATTERS REGARDING DATA REGISTER	You may contact 3 Step IT's Data Protection Officer by e-mail at: dpo(at)3stepit.com
3. NAME OF DATA REGISTER	Customer identification register
4. PURPOSE OF AND LEGAL GROUNDS FOR PROCESSING OF PERSONAL DATA	<p>The purpose of processing personal data included in the customer identification register is to comply with the obligations laid down in applicable anti-money laundering legislation (Directive (EU) 2015/849 on the the prevention of the use of the financial system for the purposes of money laundering or terrorist financing, and its national implementations).</p> <p>Processing of personal data included in this register is based on compliance with legal obligations to which 3 Step IT is subject (General Data Protection Regulation (EU) 2016/679, Article 6(1) subsection (c)).</p>
5. DATA CONTENT OF REGISTER	<p>The types of personal data collected:</p> <p>Name, date of birth, city of birth, nationality, personal identity number, address, information included in ID copy, information included in possible proof of address, PEP-status and details of such PEP-status.</p> <p>The categories of data subjects:</p> <p>Representatives of the customer (authorised signatories or employees of customer without signatory status), possible beneficial owners of the customer, next-of-kin and close business associates of PEP-persons.</p>
6. REGULAR SOURCES OF DATA	<p>Information provided by the customer or customer's representatives or beneficial owners.</p> <p>Provision of the personal data is a requirement necessary to enter into a lease contract with 3 Step IT.</p>
7. RECIPIENTS OF THE PERSONAL DATA	<p>The personal data will be collected by 3 Step IT. In connection with assigning concluded lease agreements to its refinancing partners, 3 Step IT transfers copies of the collected personal data to the selected refinancing partner. 3 Step IT will deliver a copy of the refinancing partner's privacy policy upon request.</p> <p>The personal data may be also transferred to other entities within 3 Step IT Group.</p> <p>The personal data will not be transferred outside EU/EEA.</p>
8. STORAGE PERIOD	<p>The personal data will be kept as long as required by applicable laws and regulations.</p> <p>Currently the retention period is five years after the end of the business relationship with the customer.</p>
9. PRINCIPLES FOR THE PROTECTION OF THE DATA REGISTER	3 Step IT's information systems are protected by passwords, firewalls, anti-virus software and other generally applied security measures. Only pre-designated employees of 3 Step IT have access to the personal data contained in the data register.

Additional information about 3 Step IT's data processing principles can be found in 3 Step IT's Privacy Policy, which is available at: <https://www.3stepit.com/content/privacy-and-cookies-policy-2>