

Edificio Los Cubos Privacy Policy and Cookies Policy

1. Who is the Data Processor of your data?

Identity details: TAMANA SERVICIOS EMPRESARIALES is a company registered with the Companies' Registry of Madrid, Volume 36.209, Folio 180, Section 8, Page M-650696, Registration 1, whose object is TAMANA SERVICIOS EMPRESARIALES SL.

Spanish company tax ID no.: B87879276

Postal address: Calle Almagro núm. 31, 3º dcha
28010 Madrid, Spain

Email: g.triet@therusinvest.com

2. Purpose

a) Why do we process your personal data?

We process the data you provide for the purpose of enhancing, expanding, managing and providing the services offered via the Website www.edificioloscubos.com so that, by studying how Users use the services, we can try to create new products and/or services, send service updates and carry out different activities to market and advertise the services, and to inform Users about special offers and the advantages of using the www.edificioloscubos.com Website.

We use the data we collect in contact forms on the Website to process the request or requirement you indicate in the form and to manage the business relationship arising, where applicable, out of these forms.

b) How long will be keep your data?

We will keep your data until you inform us of your wish to stop being a User of our Website or exercise your right of erasure. In the event that we enter a contractual relationship, we retain your data for the time needed to ensure the performance of the obligations arising out of the contract or until you exercise the right of erasure mentioned above.

If the User does not use our Website for two years, we erase all their data. If TAMANA SERVICIOS EMPRESARIALES wishes to retain the information obtained from the User, it will fully anonymise the data and notify the data subject in advance so that they may exercise their right of objection, should they wish.

3. What is the legal basis for data processing?

The legal basis for the processing of your data is that you give your clear consent to process your personal data by clicking the “send” button after you complete a form with your personal data. If you enter a contract with us via the Website, the legal basis for processing will be the performance of the contract or the adoption of specific steps before entering into a contract.

4. Who do we disclose your data to?

We will only disclose your data for the purposes indicated above to companies in the group to which **TAMANA SERVICIOS EMPRESARIALES** belongs and affiliated companies and/or partner companies of **TAMANA SERVICIOS EMPRESARIALES**. In addition, the User agrees that these companies may send them information about any goods or services they market. The User may object to the receipt of commercial information at any time, as described in the Data Subjects’ Rights paragraph below.

The User’s data will be disclosed to data processors that provide services to **TAMANA SERVICIOS EMPRESARIALES**; all data processors are subject to the General Data Protection Regulation as they are located in the European Union.

Specifically, the User’s data will be disclosed to CUSHMAN & WAKEFIELD, SPAIN LIMITED, SUCURSAL EN ESPAÑA and to CBRE REAL ESTATE, S.A., partner companies of **TAMANA SERVICIOS EMPRESARIALES**, who may, where appropriate, act as data processors on behalf of **TAMANA SERVICIOS EMPRESARIALES**.

5. Data Subjects’ rights

a) What are your rights when you provide us with your data?

Everyone is entitled to obtain confirmation as to whether **TAMANA SERVICIOS EMPRESARIALES** is processing data relating to them or not.

Data subjects are entitled to access their personal data and request that inaccurate data be rectified and, where applicable, request that their data be erased when, among other reasons, the data are no longer necessary for the purposes for which they were collected or they wish to stop using our services.

In certain circumstances, the data subject may request that the processing of their data be restricted, in which case we will only retain the data for the exercise or defence of legal claims. In addition, the data subject may object to the processing of the data relating to them due to their particular situation. **TAMANA SERVICIOS EMPRESARIALES** will stop processing the data, except on legitimate compelling grounds or for the exercise or defence of possible complaints.

When the relationship with **TAMANA SERVICIOS EMPRESARIALES** ends, the data subject is entitled to receive the data held by **TAMANA SERVICIOS EMPRESARIALES** in a commonly used electronic format that can be read by widely

used applications. The file will be sent to the email address the User provided to **TAMANA SERVICIOS EMPRESARIALES**.

b) How can I exercise my rights?

To exercise your rights, please send an email to g.triet@therusinvest.com, attaching a photocopy of your ID card and indicating the rights you wish to exercise. In the case of objection and restriction of processing, you must also state the reasons.

You may request not to receive commercial information at any time by emailing the above address, without having to attach a photocopy of your ID card; this is without prejudice to the information that was sent to you up to that point.

TAMANA SERVICIOS EMPRESARIALES has a period of one month, which may be extended by an additional month on justifiable grounds, within which to give effect to the data subject's rights. After this period, if you believe your rights have not been respected, you may contact the Spanish Data Protection Agency and request the enforcement of your rights. You will find additional information at www.agpd.es.

6. Security

TAMANA SERVICIOS EMPRESARIALES has taken the necessary technical measures to prevent the alteration, loss, unauthorised access or processing of the personal data provided by the User. Given the nature of the processing and the information that **TAMANA SERVICIOS EMPRESARIALES** uses, the data subjects are not at serious risk. Nevertheless, in the event of an unauthorised access to data which could have serious negative consequences for the data subject, **TAMANA SERVICIOS EMPRESARIALES** will inform the data subject accordingly so that they can take whatever measures they deem appropriate.

7. Cookies

a) What are cookies and what are they used for?

A cookie is a file that is downloaded to your computer when you visit certain websites. Among other things, cookies enable a web page to store and retrieve information about the browsing habits of a user and their computer which, depending on the information obtained and the way the computer is used, can be used to recognise a user.

Depending on the entity that manages the cookie, these may be:

- First-party cookies: these are sent to the user's terminal from the computer or domain that provides the service requested by the user.
- Third-party cookies: these are sent to the user's terminal from a computer or domain managed by an entity other than the one that provides the service requested by the user.

Depending how long they are active, cookies can be classified into:

- Session cookies: these cookies are only active while the user is on the website.
- Persistent cookies: where the data remains usable and accessible by the entity that installed the cookie for the period of time defined by that entity and after the session has ended.

Cookies are very useful to the user, as many website features would not be available without cookies. The cookies used are harmless and may be used for the duration of a session, a set period or indefinitely.

This Cookie Policy is updated regularly and also applies to the other websites and domains of our group.

b) List of cookies used in this Website.

Analytical cookies

This Website uses analytical cookies to collect statistics about user activity on the Website and general website activity. The information collected is anonymous and allows us to enhance your experience of our Website and provide the best possible service to the user. We use third-party cookies (Google Analytics) to compile analytical reports about our Website; these cookies are used to collect anonymous information about how visitors use our Website, how they arrived there, how long they stayed and the duration of the browsing session. The user may opt out of Google Analytics tracking using the options provided by the analytics tool.

For more information on Google Analytics cookies, please visit this link:

<https://developers.google.com/analytics/devguides/collection/analyticsjs/cookie-usage?hl=es>

c) Types of cookies used on this Website.

This Website uses:

- Analytical cookies, which, by tracking user behaviour, enable us to compile statistical information about website activity; this, along with user profiling, allows us to enhance the experience for the user. The information is collected by Google Analytics cookies, and Google Inc. is solely responsible for these cookies and their use. **TAMANA SERVICIOS EMPRESARIALES** cannot access the information collected; it can only access aggregate data (i.e. data that does not contain personal information) provided by Google Inc. and not associated with any specific IP address. The purpose of the data processing and the use of the information collected, as well as the operation and duration of Google Analytics cookies are determined by Google. You can obtain more information from the Google Privacy Centre and from this link:

<https://support.google.com/analytics/answer/6004245?hl=es>

d) How to disable or delete cookies.

Cookies are very useful to the user as, without them, many website features would not be available.

If, however, you wish to disable or delete all cookies or the ones used to detect web browsing activity for behavioural advertising purposes, you can do so at any time using the cookie management option on your browser. To find out how to do this, here are links to the four main browsers on the market:

Chrome <https://support.google.com/chrome/bin/answer.py?hl=en-GB&answer=95647&p=>

FireFox <http://support.mozilla.org/en-US/kb/Cookies>

Internet Explorer <https://www.microsoft.com/info/cookies.msp>

Safari

https://support.apple.com/kb/index?page=search&type=suggested&locale=en_US&q=cookies+safari&src=globalnav_support

8. Sending of advertising by conventional and electronic means

a) In accordance with the option for inclusion of users in our mailing lists, which is displayed in the registration form for this Website, if the user does not click and, therefore, activate the relevant box, they will not be included in the relevant list.

b) Pursuant to the relevant legislation, **TAMANA SERVICIOS EMPRESARIALES** recognises the User's right to object to the receipt of advertising by conventional and electronic means, as well as the right to withdraw their consent after they have given it, which they can exercise by emailing g.triet@therusinvest.com or sending a written and signed communication (and enclosing a photocopy of their ID card) to **TAMANA SERVICIOS EMPRESARIALES** at Calle Almagro núm. 31, 3º dcha, 28010 Madrid, Spain. The recipients of data from **TAMANA SERVICIOS EMPRESARIALES** are also required to guarantee these rights.

9. Amendment of this Data Protection Policy

TAMANA SERVICIOS EMPRESARIALES reserves the right to amend this policy and shall notify users of any changes in advance.

10. Governing law and settlement of disputes

a) The Data Protection Policy of www.edicifioloscubos.com, its interpretation and any disputes that may arise therefrom between **TAMANA SERVICIOS EMPRESARIALES** and its clients shall be governed by and construed in accordance with the laws of Spain.

b) The parties agree to submit to the jurisdiction of the Courts of Madrid city (Spain) and to expressly waive their own jurisdiction.

