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## WITHDRAWAL OF CONSENT POLICY AND FORM

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last updated on 26/10/2018.

## WITHDRAWAL OF CONSENT POLICY

**Areti Charidemou & Associates L.L.C.** (hereafter “**AC**”) is a limited liability company, incorporated under the Companies Law of the Republic of Cyprus, Cap. 113, under the given registration number HE 240348. It was incorporated in 2008, having as main activities various aspects of the legal industry.

**Areti Charidemou & Associates L.L.C.** respects the protection of the Personal Data of individuals and also appreciates that you have the right under the General Data Protection Regulation (**GDPR**) to withdraw your consent as regard us using, disclosing and processing your Personal Data.

This Withdrawal of Consent Policy describes how you can inform us of your withdrawal of consent. Observing the steps and using the prescribed form as described in this Policy will assist us in responding to your request expediently.

### Withdrawing your consent

You may withdraw your consent to **AC** using, disclosing and processing your Personal Data at any time. The purposes for which **AC** uses, discloses and processes your Personal Data are set out in our Data Protection Policy. Some of the reasons for which **AC** uses and shares your information is for **AC** to provide goods and services to you (or where applicable, your employer or your business).

You may withdraw your consent to purposes that are optional without withdrawing consent for necessary purposes. For instance, you may withdraw consent to **AC** sending you press releases and email alerts on new updates or events without withdrawing consent to **AC** using and sharing your Personal Data for supplying services to you (or where applicable, your employer or your business) or responding to your specific request for information on our services. **AC** will respect your decision to withdraw consent. Should you choose to withdraw consent to **AC** using, disclosing and processing your Personal Data for purposes necessary to **AC** supplying services to you, **AC** will respect your decision and will stop using, disclosing and processing your Personal Data. However, please note that your withdrawal of consent for purposes necessary to **AC** supplying services to you may carry legal or practical consequences, which will continue to apply.

To notify us that you wish to withdraw your consent to **AC** using and sharing your Personal Data for a particular purpose(s), please complete the form and send it to the Data Protection Officer by email or post to:

**Email address:** [dpo@aretilaw.com](mailto:dpo@aretilaw.com)

**Mailing address:** **Data Protection Officer**

**Vasili Michailidi 21,**

**3026, Limassol, Cyprus**

If you are sending your feedback by post, please attention your correspondence to the “Data Protection Officer”.

Once we receive your notice wishing to withdraw consent, we will contact you within **7 days** to acknowledge receipt of your withdrawal notice and within **20 days** to inform you of the likely consequences of your withdrawal of your consent to **AC** using and sharing your Personal Data. **AC** will cease to use and share your Personal Data within **30 days** after acknowledgement of receipt of your withdrawal notice. **AC** will also inform its agents and data intermediaries (organisations who process Personal Data for and on behalf of **AC** under a written agreement) to stop using and sharing your Personal Data. If we require more information from you in order to respond to your request for withdrawal of consent, we will contact you within **20 days** after our acknowledgement of receipt of your withdrawal notice to obtain the necessary information from you.

Please understand that after your withdrawal of consent, **AC** will continue to retain your Personal Data for **AC**’s business and legal purposes in accordance with applicable legislation, including the Cyprus Law 125(I)/2018.

If you have any queries concerning our Withdrawal of Consent Notice, please contact the **Data Protection Officer**.

## Withdrawal of Consent Form

**Areti Charidemou & Associates L.L.C. (“AC”)** respects the protection of the Personal Data of individuals. **Areti Charidemou & Associates L.L.C.** appreciates that individuals may have reasons for wanting to withdraw consent that they earlier provided to us to use, disclose and process their Personal Data.

If you wish to withdraw your consent to **Areti Charidemou & Associates L.L.C.** using and sharing your Personal Data for a particular purpose(s), please fill in this Form and send it to the Data Protection Officer by email or post to:

**Email address:** [dpo@aretilaw.com](mailto:dpo@aretilaw.com)

**Mailing address:** **Data Protection Officer**  
**Vasili Michailidi 21,**  
**3026, Limassol, Cyprus**

**Areti Charidemou & Associates L.L.C.** will send you an acknowledgement of receipt of your Notice within 7 days. If we require more information from you in order to respond to your request for withdrawal of consent, we will contact you within 20 days after our acknowledgement of receipt of your withdrawal notice to obtain the necessary information from you.

**Areti Charidemou & Associates L.L.C.** will respect your decision to withdraw your consent, whatever the reasons behind such decision. However, please note that should you choose to withdraw consent to **Areti Charidemou & Associates L.L.C.** using and sharing your Personal Data for purposes necessary to **Areti Charidemou & Associates L.L.C.** supplying services to you, your withdrawal may carry legal or practical consequences, which will continue to apply.

<b><u>Full Name:</u></b>	
<b><u>National ID number/Passport number:</u></b>	
<b><u>Contact number:</u></b>	
<b><u>Mailing address:</u></b>	
<b><u>Email address:</u></b>	



Name of organisation that you are working for (if applicable for **AC** vendors, service providers, business partners and customers):

I wish to give notice of withdrawal of my consent to **Areti Charidemou & Associates L.L.C.** using, disclosing and processing my Personal Data for the following purpose(s):

- To communicate with me concerning **Areti Charidemou & Associates L.L.C.** provision of services to me
- To communicate with me concerning any changes or updates to **Areti Charidemou & Associates L.L.C.** policies
- Others (Please specify):

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\*Please select relevant purpose(s) or indicate relevant purpose(s) as applicable. If you are selecting “Others”, please indicate clearly the purpose(s) to assist us to respond to your request expediently.

I acknowledge that depending on the purpose(s) for which I am withdrawing my consent to **AC** using, disclosing and processing my Personal Data, my withdrawal may affect **AC** provision or supply of goods and services to me or the organisation for whom I am working for (as applicable) in future and may carry legal or practical consequences, which will continue to apply. I also acknowledge that the withdrawal of my consent will not take effect immediately and there will be a period of 30 days from the date of **AC** acknowledgement of receipt of this Notice before **AC** stops using and sharing my Personal Data.

Signature:

Date: