

Anvilo Advokat AB – Personal Data

We process personal data when we work with you as a client. This text explains what information we collect, why we use it, how long we keep it, who we share it with, and what rights you have.

1. What Personal Data We Collect

We may receive your information from you, your colleagues, or other parties involved in your matter. The types of data we handle include:

- Name and contact details (email, phone number, address)
- Personal identity number
- Employment information (employer, job title)
- Information needed for money-laundering checks (citizenship, ownership, role, PEP status)
- Assignment-related or conflict check-related information, including details of your case
- Information needed for invoicing and accounting

2. Why We Process Your Data

Conflict of Interest Checks

We process your data to ensure we can take on your matter without conflicts.

Legal basis: Legal obligations under the Swedish Bar Association and our legitimate interest in serving clients.

Retention: At least 5 years, up to 10.

Anti-Money Laundering (AML)

If required by law, we must check your identity and collect information such as beneficial ownership, citizenship, and PEP status.

Legal basis: Legal obligation.

Retention: At least 5 years, up to 10.

Communication and Case Management

We use your information to communicate with you and carry out your assignment.

Legal basis: Contract performance and legitimate interest in defending legal claims.

Retention: During the assignment and 10 years after.

Invoicing and Accounting

We process your details to manage billing and comply with financial regulations.

Legal basis: Legal obligation and contract performance.

Retention: During the assignment and 7 years after the relevant financial year.

3. Sharing Your Data

We are bound by strict confidentiality rules. In some situations, we may share your data:

- If you have agreed to it
- If sharing is necessary for your assignment (courts, authorities, counterparties)
- If required by law
- If needed to establish or defend legal claims
- With service providers who support our IT, storage, accounting, or business systems

All suppliers must follow confidentiality requirements.

4. Transfers Outside the EU/EEA

We aim to process all personal data within the EU/EEA. Some IT suppliers may transfer data outside the region.

If this happens, we ensure that protections equivalent to EU standards apply, either through an adequacy decision or by using the EU Commission's Standard Contractual Clauses.

You can contact us if you want more information about these safeguards.

5. Your Rights

You have several rights under data protection law:

Right to Access

You can request confirmation of whether we process your data and obtain a copy ("extract from the register"). This right may be limited if it affects others' rights or privacy.

Right to Rectification

If your data is incorrect or incomplete, you may ask us to correct or complete it without undue delay.

Right to Restrict Processing

You may request restriction in certain cases, such as when:

- You believe your data is inaccurate
- Processing is unlawful and you prefer restriction instead of deletion
- We no longer need the data, but you need it for legal claims
- You object to processing while we assess our legitimate grounds

Right to Data Portability

You can request your personal data in a transferable format or ask us to send it to another controller. This applies only to data you have provided.

Right to Object

You may object to processing based on legitimate interest. We will stop unless we have overriding grounds or need the data for legal claims.

You can always object to direct marketing.

Right to Erasure ("Right to be Forgotten")

You can request deletion if, for example:

- The data is no longer needed
- You withdraw consent and no other legal basis applies
- The data has been unlawfully processed
- We must erase it to comply with legal obligations

There are important exceptions, particularly where the law requires us to retain information.

Right to Withdraw Consent

If processing is based on consent, you may withdraw it at any time. The withdrawal does not affect past processing.

Right to Lodge a Complaint

If you are dissatisfied, you can first contact us. If you are still not satisfied, you may file a complaint with the Swedish Authority for Privacy Protection (IMY).

6. Contact Us

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