

FLAT-RATE CONTRACT FORM FOR CAR PARK

 MONTHLY

 QUARTERLY

 HALF-YEAR

 ANNUAL

 ACQUISITION

 RENOVATION

 CREDIT

 PROMPT PAYMENT

 No. OF CONTRACTS

 1st COPY

 2nd COPY

PREVIOUS CARD No. _____

 DAMAGED

 LOST

 Staff Personal

 Staff Corporate

 Public

 Taxis / Travel agencies

 Rent-a-car

 Bus

 Mini-bus
USER INFORMATION

Name _____ NIF _____

Address _____

City _____ Postal code _____ - _____ Tel/ mob. _____

Company _____ Email _____ Job _____

Car info 1: brand/model _____ Plate no. _____ - _____

Car info 2: brand/model _____ Plate no. _____ - _____

REQUESTER (if different from user)

Name _____ NIF _____

Address _____

City _____ Postal code _____ - _____

Contact (name) _____ Tel/ mob. _____

Note: Please attach proof of employment

Terms:

The card issued is owned by ANA,S.A. Its use is personal and non-transferable.

 The holder must understand and follow the applicable regulation: ANA's Car Parking Regulation, available at www.ana.pt.

 I hereby declare that I have read ANA's Privacy Policy presented on the back of this document and I accept the conditions. I hereby attest that the personal data I have provided is accurate and I authorize the use of my personal data entered in this application form to be processed by ANA or another entity designated by ANA for the above mentioned purposes and in order to provide the services.

 ANA installed a car plate reading system that registers the car plate and the time of access and exit of the car parking. I am aware that this data will be processed with my consent because it is necessary to access the car park under this contract.

 I authorize the use of my data for informative communication purposes and marketing campaigns related to our services. YES NO

Date _____ Signature _____

VALIDATION
OPERATIONAL
ANA AEROPORTOS DE PORTUGAL

Receipt no. _____

Initial date _____ - _____

End date _____ - _____

Card no. _____

Flat-rate fee _____ €

Card fee _____ €

TOTAL _____ €

Date _____

Date _____

ANA - AEROPORTOS DE PORTUGAL, S. A. PRIVACY POLICY

Scope

ANA – Aeroportos de Portugal, S. A. (hereinafter referred to as “ANA”) is committed to ensuring the privacy and protection of the personal data of all those who relate to ANA, namely the users of the website www.ana.pt.

This Privacy Policy is supplemented by ANA’s Car Parking Regulation, available at www.ana.pt

Who is responsible for processing personal data?

The data controller is ANA-Aeroportos de Portugal, S. A.
Rua D, Edifício 120, Aeroporto de Lisboa
1700-008 Lisboa
Telephone: 21 841 35 00

What personal data do we collect?

We collect the users’ personal data when they book car parking services available at our airports, by filling out a form. When booking a service, users must enter their name, address, email address, telephone number, mobile number, car plate and billing information for the service. The personal data collected is essential for ANA to provide the service. Any provision of personal data implies knowledge and acceptance of this Privacy Policy.

For what purpose do we use personal data?

The personal data we collect is used to provide services, manage customers and fulfil legal and tax obligations.

The contact information provided by the user on the form will be used exclusively for the purpose of sending him/her information and updates regarding the service in question.

Users may choose to receive promotional content, such as newsletters, via email. To do so, the user must expressly indicate this by selecting the corresponding option on the service application form.

For the above mentioned purposes and in order to provide the services, the users’ personal data may be processed by ANA or on its behalf by processors. In such case, these processors are obliged to provide sufficient guarantees to implement appropriate technical and organizational measures in such a manner that processing will meet the legal requirements and ensure the protection of the rights of the data subject, namely with regard to security and confidentiality.

The personal data we collect will not be transmitted to third parties without the express consent of the data subject, except when the requested service so requires, in which case ANA will request these third parties to use appropriate technical and organizational measures to fulfil the legal requirements and ensure the protection of the rights of the data subject, namely with regard to security and confidentiality.

When needed, and in order to meet its legal obligations, ANA may allow legal, public security, tax or regulatory authorities to access the users’ personal data.

How long is your personal data stored?

Personal data will be stored for no longer than necessary for the purpose for which the personal data were processed, notwithstanding data retention periods provided for by the law.

What are my rights as data subject?

Users have the right to request that ANA allows them access to their personal data, and acknowledges their right to its portability, rectification and erasure. Users have also the right to object processing, except for personal data which is essential for the services requested from ANA or for the fulfilment of legal obligations.

Users have the right to withdraw their consent at any time. However, such withdrawal does not compromise the lawfulness of any processing done, based on prior consent.

In the event of a personal data breach likely to result in a high risk to the rights and freedoms of the users, ANA shall communicate the personal data breach to the data subject without undue delay.

Users may lodge a complaint with the Portuguese supervisory authority (Comissão Nacional de Proteção de Dados) without prejudice to the right to contact ANA’s Data Protection Officer with regard to all issues related to processing of their personal data and to the exercise of their rights.

Who can I contact to exercise my rights as a data subject?

ANA has designated a Data Protection Officer, who can be contacted directly via letter at:
ANA-AEROPORTOS DE PORTUGAL, S. A. – DPO
Rua D, Edifício 120, Aeroporto de Lisboa
1700-008 Lisboa
or via email at: dpo@ana.pt.

What measures does ANA take to ensure the security of my personal data?

ANA shall implement adequate technical and organizational measures to ensure a level of security appropriate to the risk, namely with regard to security and confidentiality, in order to protect users’ personal data against unauthorized and unlawful processing and against accidental loss, destruction, disclosure, damaged or alteration.

After a transaction, information regarding payment methods (debit card, credit card, or other) will not be stored in our system.

These technical and organizational measures are regularly tested, assessed and evaluated, in order to ensure the security of the processing.

The website www.ana.pt is monitored by specific tools to detect and eliminate potential cyber-attacks.

Use of Cookies

“Cookies” are small text files stored in your computer through your browser. They have no harmful effects or viruses and merely retain information on your preferences, which does not include your personal data. You can deactivate the use of cookies in your browser configuration at any time.

ANA may use cookies to help ascertain the utility, interest and number of visits to its websites. The use of cookies allows faster browsing, and eliminates the need to re-enter the same information. Cookies are completely anonymous, and will not be used for unauthorized purposes.

Updating of Privacy Policy

If ANA decides to modify its privacy policy, this web page will be updated.