

Purpose and designation of data handling	Legal basis for data handling	Scope of data processed	Duration of data handling	Who has access to the personal data?
<p>For the preparation of a purchase agreement between you as client of Cordia Management, and the seller of the property you wish to purchase. Cordia Management provides a so-called ‘sales management’ service to sellers, within the scope of which is prepares the property purchase offer, followed by the purchase contract. The data is managed by Cordia Management jointly with Cordia Agent in a separate database (“Client Database”).</p> <p>In connection with the fulfillment of the real estate purchase agreement, Cordia Management will forward customers' contact information (name, apartment, e-mail, telephone) to the condominium board president of the relevant condominium. The purpose of forwarding this data is for the condominium board presidents to be able to</p>	<p>Act V of 2013 on the Civil Code (“Ptk.”) § 6:288. <i>[Intermediation Contract]</i> GDPR Section 6. Article (1) b) – processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.</p>	<p>Information entered into the registration interface of the https://cordia.hu website, or by other means, for example on Facebook, Instagram, other social media sites, or contacts from real estate advertising sites: name (first and last), e-mail address, telephone number, which project is of interest, what kind of apartment within a project, why you want to purchase the property (private purposes or as an investment), whether you'd like to use a loan, and any other information you provide for the preparation of the purchase contract. For example: comments, call-back requests and your proposed time for an appointment. Additionally, Cordia manages the status of your subscription to its newsletter so that it can know whether to send you one. This data serves as the prerequisite for the preparation, conclusion, and</p>	<p>Data will be deleted after 5 years following the termination of our relationship with you, based on Ptk § 6:22. If we are obligated to keep the data based on Section 169 of Act C of 2000 on Accounting (“Accounting Act”), the data will be deleted after 8 years following the termination of the relationship. In practice, such cases are where the data is part of the supporting documentation for accounting activities, such as documents associated with conclusion of a contract (in some cases in the agreement itself) or are listed on the invoice.</p>	<p>The Cordia Management director of sales, deputy director of sales, their sales staff and the colleagues who prepare the purchase contracts, as well as staff operating the Client Database for Cordia Agent. Cordia Agent and Cordia Management belong to a single business group, whose purpose is the optimal operation of the entire business group. In the interests of this, they operate the Client Database jointly. The primary task of Cordia Agent is, with the help of the data in the Client Database, to offer loan information for the purchase of property. You may exercise your rights in accordance with the GDPR with respect to both Cordia Management and Cordia Agent.</p>

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<p>contact customers immediately concerning the daily tasks related to the condominiums. Customers may, of course, inform Cordia Management if they prefer to contact the condominium board president themselves.</p>		<p>fulfilment of the contract. The priority of properties offered will be established based on the data provided. Data handling does not have any other consequences. You are not obligated to provide the information, but in the absence of such, your requested loan and related financial services cannot be determined, loan notifications and other related information cannot be provided and the agreement(s) cannot be prepared.</p>		
<p>Data transfer to Cordia FM Társasházkezelő Korlátolt Felelősségű Társaság (“Cordia FM”)</p> <p>Data transfer occurs when you indicate on Cordia’s website that you would like to use property management services, or services like property rental and real estate brokerage, or other services (furnishing, accountant</p>	<p>Ptk. 6:272. § [<i>Contract of Services</i>]. Cordia FM contracts directly with the property owner as a landlord or user of property management services.</p> <p>GDPR Article 6, (1) b) – processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject</p>	<p>Data provided for the purpose of data handling “For the preparation of a purchase agreement between you as client of Cordia Management, and the seller of the property you wish to purchase”.</p> <p>Cordia FM acts as an independent data handler in accordance with the terms of its data handling policy.</p>	<p>Cordia FM will delete the relevant data 5 years after the termination of a lease, intermediary or other type of contract, or after the collapse of such a contract signing, based on Ptk § 6:22. If we are obligated to keep the data based on Section 169 of Act C of 2000 on Accounting (“Accounting Act”), the data will be deleted after 8 years following the termination of</p>	<p>The Cordia Management director of sales, deputy director of sales, their sales staff and the colleagues who prepare the purchase contracts.</p> <p>Those with data access within Cordia FM: The Cordia FM manager, as well as persons overseeing tasks related to property leasing, brokering and other activities.</p>

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<p>mediation, etc.) related to the property management service. The purpose of data transfer is for Cordia FM to provide you an offer in connection to the above activities, after which a purchase agreement can be signed.</p> <p>Cordia FM contact details: 1082 Budapest, Práter utca 29/a fszt. 21.; ; + 36 1 411 3000;</p>	<p>prior to entering into a contract.</p> <p>Data management is a prerequisite for fulfilment of any contract related to property brokerage or property management activities. Data handling does not have any other consequences, but lacking data Cordia FM cannot perform its property handling activities.</p>	<p>Contact: www.cordia.hu</p>	<p>the relationship. In practice, such cases are where the data is part of the supporting documentation for accounting activities, such as documents associated with conclusion of a contract (in some cases in the agreement itself) or are listed on the invoice.</p>	
<p>Opening an online account on one of Cordia's websites. You have the option of opening an online account with Cordia where you can keep the properties that interest you, made available through Cordia, in one place. You will also see whether they have been sold. You may request an offer for properties you have chosen among your favourites.</p>	<p>GDPR article 6, point 1 a) – your consent.</p>	<p>Information entered into the registration interface of the https://cordia.hu website: time of registration, name, e-mail address, telephone number, password, which apartments are of interest, sent offers on apartments. Providing a telephone number is optional: the goal is for Cordia sales staff to be able to reach you by telephone. If you are requesting an offer on a specific property, in the interests of communicating with you more rapidly, we</p>	<p>You have a right to withdraw your consent at any time and to delete your account through the website. After clicking on the delete account button, you will receive a confirmation link at the e-mail address you provided which you must confirm in order to delete your account. Confirmation is important because Cordia must be sure that the person wishing to unsubscribe is not a robot, is acting in their own name, is confirming the request through their own e-mail</p>	<p>The Cordia Management director of sales, deputy director of sales, their sales staff and the colleagues who prepare the purchase contracts.</p>

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		<p>will need “preparation of a purchase agreement between you as client of Cordia Management, and the seller of the property you wish to purchase” according to the goal of the data handling. Without giving your telephone number, the purchase agreement between you and the seller of the property you would like to purchase cannot be prepared.</p> <p>The account can also be created through Facebook registration. In such a case, the handled data will be your Facebook ID, the e-mail address you provided to Facebook, and a secondary e-mail address (if you do not use the e-mail address you provided to Facebook.)</p>	<p>account and is using a genuine e-mail address. The confirmation link is valid for 48 hours. The deadline to unsubscribe begins upon confirmation. If you do not confirm your intention to unsubscribe within 48 hours, the link will expire and a new one must be requested. Withdrawing your consent does not affect the legality of any consent-based data handling that took place prior to your withdrawal of consent. Following the deletion of your account, the account will be suspended and the data stored within it will be deleted.</p>	
<p>Sending marketing materials via e-mail and/or telephone (direct marketing) from Cordia; based on apartment-seeking</p>	<p>Section 6 (1) of Act XLVIII of 2008 (“Grt”) and Section 6. Article 1 a) of the GDPR on the basic conditions and certain terms of commercial</p>	<p>Your name, e-mail address and telephone number. This data is recorded in the Client Database.</p>	<p>You may, at any time and without restriction or reason, revoke the consent you have provided for this data handling purpose</p>	<p>The staff operating the Cordia Management and Cordia Agent Client Database during the course of sending marketing</p>

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<p>preferences in the case of personalised advertising. Direct contact with clients interested in the purchase or rental of properties, and other services related to properties found on – among others the https://cordia.hu/ website – for the purposes of providing information on services via telephone or e-mail (newsletter).</p> <p>In connection with its services, Cordia Agent may also send information on loans via e-mail or telephone call for the purposes of informing clients of available offers.</p>	<p>advertising activity – prior, specific and explicit consent of the data subject.</p> <p>Concerning the subject’s apartment-seeking preferences, Cordia will conduct profiling (GDPR section 22. point 1 c).</p> <p>The purpose of the aforementioned profiling is to survey the level of interest in Cordia’s projects and properties, to deliver personalised marketing materials to relevant persons, and to inform those persons of properties and projects which best meet their apartment-seeking preferences.</p>	<p>Information relating to the operation of the Client Database can be found in the first row of this table.</p> <p>When information is provided on the registration page of the https://cordia.hu/ website, as well as in the “sign up for our newsletter” fields.</p> <p>You are not obligated to provide the information, but we cannot send you marketing materials or loan notifications in the event you choose not to do so.</p> <p>The apartment-seeking preferences of the relevant subject, especially in the case of investments or home purchases for personal purposes, interest in the delivery, location and environment of the apartment (residence), for example, a suburban housing development, the target price of home purchase, and</p>	<p>(unsubscribe to advertisements and loan information) via the contact details provided in this Policy.</p> <p>Withdrawing your consent does not affect the legality of any consent-based data handling that took place prior to your withdrawal of consent.</p> <p>When unsubscribing from advertising materials, a confirmation link will be sent to the e-mail address you’ve provided, which you must click to confirm your unsubscribe request.</p> <p>Confirmation is important because Cordia must be sure that the person wishing to unsubscribe is not a robot, is acting in their own name, is confirming the request through their own e-mail account and is using a genuine e-mail address. The confirmation link is valid for 48 hours. The deadline to unsubscribe begins upon confirmation. If you do not confirm the unsubscribe</p>	<p>materials, as well as the staff of Cordia Agent operating the Client Database with regard to sending of loan information.</p>

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		<p>characteristics of a preferred residence as given by the client (for example, number of rooms).</p> <p>For example, Cordia will send personalised marketing materials (newsletter) about a new suburban project to someone who had earlier inquired about a previous suburban development.</p> <p>Source of data: https://cordia.hu/ (data stored in the Web Database), as well as home purchasing preferences and contact details provided to Cordia in other ways while requesting an offer, based on the subject and purpose of interest.</p>	request within 48 hours, the link will expire and a new one must be requested.	
<p>Satisfaction survey following home purchase and use of Cordia services, in person, in writing, through e-mail or telephone. The goal of the above data</p>	GDPR article 6, point 1 a) – your consent.	Contact information and other personal data provided by you, such as preferences, related to home purchasing and other Cordia services, as well as data related to use of those services. Within	<p>You may, at any time, withdraw your consent by sending a request to the contact details provided in this Cordia policy.</p> <p>Withdrawing your consent</p>	The staff that operate the Client Database for Cordia Management and Cordia Agent, and that manage data related to customer data sheets as well as satisfaction surveys.

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management is to survey client needs, to increase the standard of properties sold by and services provided by Cordia, and to track and respond to changes in the real estate market.		this context, Cordia would like to get to have your data which could be relevant to choosing properties and services. For example, social status, monthly income, reading habits, and satisfaction with Cordia services and received materials.	does not affect the legality of any consent-based data handling that took place prior to your withdrawal of consent. However, it may occur after withdrawing consent that Cordia is unable to fully take into account the needs of the client concerning individual properties or services.	
Customer information sent by e-mail from Cordia. Informing customers (with signed registration agreements, real estate purchase agreements, and in possession of a sales contract) who have purchased properties (found at https://cordia.hu/) sold by salespeople connected to the Cordia group, regarding the progress of Cordia project(s) and other important milestones affecting their property.	GDPR article 6, (1) f) – legitimate interests of Cordia. Legitimate interest: priorly (proactive) informing of clients about the status of Cordia projects affecting their properties. The format of customer information is uniform, and gives information on the status of all Cordia projects under development, including projects affecting your property.	Your name (first and last), data of your property and data of the related Cordia project, and your e-mail address.	Until the completion of the given project. You may, at any time and without restriction or reason, revoke the consent you have provided for this data handling purpose (unsubscribe to advertisements and loan information) via the contact details provided in this Policy.	The Cordia Management staff that work to send the customer information.
Preparation of the loan and credit agreement by OTP	Ptk. § 6:382 - § 6.415 <i>[Loan and credit</i>	Your name (first and last), e-mail address and	Personal data, as indicated in Act LIII of 2017 on	The staff that operate the Client Database for Cordia

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<p>Bank Nyrt. (“OTP Bank”) related to the purchase contract between you, as a client of Cordia Management, and the sellers of the property you wish to purchase. A mobile agent of OTP Bank (headquarters: 1051 Budapest, Nádor u. 16. website and contact info: www.otpbank.hu and informacio@otpbank.hu) will send you loan information and other information related to your agreement in the interests of preparing your loan and credit agreement. Your name, e-mail address and telephone number is passed on to OTP Bank for this purpose.</p>	<p><i>agreements]</i></p> <p>GDPR Article 6, (1) b) – processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.</p>	<p>telephone number, and data listed for data handling in “For the preparation of a purchase agreement between you as client of Cordia Management, and the seller of the property you wish to purchase.”</p> <p>The data serves as the prerequisite for the preparation, conclusion and fulfilment of the loan and credit agreement by OTP bank. You are not obligated to provide the information, but in the absence of such, your requested loan and related financial services cannot be determined, loan notifications and other related information cannot be provided, and the agreement(s) cannot be prepared.</p>	<p>prevention and combating of money laundering and the financing of terrorism, OTP Bank – according to the referred provision of the law - must be kept for eight (8) years. According to §169 of the Accounting Act, OTP Bank payment receipts (including the general ledger accounts, the detailed and analytical records) directly and indirectly supporting accounting statements, and the personal data contained therein, must be maintained in human readable format for eight (8) years, searchable based on the records, and held by OTP Bank. In the case of non-concluded contracts, OTP Bank may manage personal data for a period of up to five (5) years in accordance with Ptk. 6:22. §. Detailed rules for data retention are contained in OTP Bank’s general business rules and the applicable business regulations.</p>	<p>Management and the Cordia Agent connected to data transfer for OTP Bank, as well as the sellers of the property.</p> <p>OTP Bank’s mobile agents in relation to sending of loan information and other information.</p>

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<p>In the interests of development and operation of Smart Home systems and devices in your residential property, the forwarding of your data to contributing persons and/or companies so that they may communicate with you directly in relation to this.</p> <p>One such is Boston Technologies Kft, which installs the Smart Home system. Headquarters: 1015 Budapest, Hattyú utca 18. III/5. Company registration number: 01-09-902980.</p>	<p>Ptk. Chapter XXXVII [<i>The business contract</i>]</p> <p>GDPR Article 6, (1) b) – processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.</p> <p>Contributing persons during the course of the development and operation of Smart Home systems and devices – such as data processors independent of Cordia – may have their own conditions (e.g. processed data categories, time limit on data storage, access rights, data security measures). These contributors should give you prior information when you contact them directly.</p>	<p>Name, address, e-mail address and telephone number, as well as the data subject’s address.</p> <p>Providing the data is a prerequisite to the conclusion and fulfilment of the preparation of the agreement relating to the construction and operation of the Smart Home system. The agreements relating to the Smart Home cannot be prepared without transferring contact information and taking account of the home’s specific properties, we cannot carry out the work related to obtaining, installing and putting the Smart Home system and devices into service on your behalf.</p>	<p>Data will be deleted after 5 years following the completion of installation and/or operation of the Smart Home system and devices, based on Ptk 6:22. If we are obligated to keep the data based on Section 169 of Act C of 2000 on Accounting (“Accounting Act”), the data will be deleted 8 years following the above date. In practice, this applies where the data represents part of the supporting documentation relating to the installation and operation of the Smart Home system, for example in documents associated with the conclusion of the contract and invoicing (in the contract itself, in this case) or are included in the invoice.</p>	<p>The staff that operates the Client Database for Cordia Management and the Cordia Agent.</p>