

## POLICY OF LEGAL WORDING REGARDING THE PROCESSING OF PERSONAL DATA

(Privacy Policy)

Protecting your personal information and privacy is extremely important to us. Therefore, we protect and process your personal data in strict compliance with applicable law when you use Legal Wording services.

In order to respect the rights and freedoms in the field of data processing and protection, we have developed this Policy, where we explain:

Why and how we collect and use your personal data when you use Legal Wording's services;

What are our roles and responsibilities and what are your rights when processing your personal data;

What tools can you use to reduce the amount of personal data collected.

### 1. Terms and Definitions

Capitalized terms used in this policy on the processing of personal data ("**Policy**") have the following meanings:

"**Automated processing of personal data**" means the processing of personal data by means of computing equipment.

"**Author**" means a User who has the exclusive right to the Digital Goods or is otherwise legally authorized to dispose of the rights to the Digital Goods and (i) has the status of a legal entity, individual entrepreneur, advocate or self-employed person and posts paid or free Digital Goods on the Platform; or (ii) does not have this status and posts free Digital Goods on the Platform.

"**Law on Personal Data**" means Federal Law of 27 July 2006. No. 152-FZ "On Personal Data".

"**Processing of personal data**" means any action (operation) or set of actions (operations) performed with or without the use of automation means with personal data, including collection, recording, systematization, accumulation, storage, clarification (update, change), extraction, use, transfer (distribution, provision, access), depersonalization, blocking, deletion, destruction of personal data.

"**Operator**" means a person organizing and/or carrying out the processing of personal data, as well as determining the purposes of personal data processing, the composition of personal data subject to processing, actions (operations) performed with personal data – Sole Proprietor Ilya Vladimirovich Kopytov, OGRNIP: 308774632300810, TIN: 772153232630, location address: Moscow.

"**Personal data authorized by the data subject for distribution**" means personal data to which access to an unlimited number of persons is granted by the User by giving consent to the processing of personal data authorized by the data subject for distribution in accordance with the procedure provided for by the Law on Personal Data.



**"Personal data"** means any information relating to a directly or indirectly defined or identifiable natural person (data subject), obtained by the Operator for the performance of a contract to which the data subject is a party or beneficiary.

**"Platform"** means a website owned by Legal Wording on the Internet, accessed by the domain name [legalwording.ru](https://legalwording.ru) and its sub-domains (if applicable), and including computer programs and databases that provide technical capability to search for and place Digital Goods on the disc space of servers leased or owned by Legal Wording, store such Digital Goods and information in connection therewith, view, modify or delete them, manage access to them by third parties, enter into transactions in relation thereto, and use the Platform for the purposes of the Platform. The scope of available transactions and functionality of the Platform shall be determined by Legal Wording.

**"User"** means a legally capable person who is a visitor to the Platform and/or uses the Platform Tools.

**"User Agreement"** – an agreement on the rules of use of the Platform. The current version of the User Agreement is posted and available using the information and telecommunication network "Internet" at the following address: [https://legalwording.ru/en/legal/terms\\_of\\_use.pdf](https://legalwording.ru/en/legal/terms_of_use.pdf)

**"Provision of personal data"** – actions aimed at disclosure of personal data to a certain person or a certain circle of persons.

**"Distribution of personal data"** means any actions aimed at disclosure of personal data to an indefinite number of persons (transfer of personal data) or at familiarization of personal data to an unlimited number of persons, including disclosure of personal data in mass media, placement in information and telecommunication networks or providing access to personal data in any other way.

**"Digital goods"** means publicly available works of literature, science and art protected by the current legislation of the Russian Federation as objects of copyright, including, but not limited to, document templates and parts thereof (sections, articles, paragraphs), presentations, tables, charts, articles, books, audiovisual works, photographic works and other works of fine art, computer programs and databases, digitally recorded in various formats suitable for reproduction in computer memory and distribution in electronic form, public performance, broadcast and/or cable transmission, retransmission, making available to the public via the Internet or other information and telecommunication networks using appropriate technical means, the rights to use which (with the right to grant these rights to third parties) belong to the Author.

## 2. General Provisions

- 2.1. This Policy is made in accordance with the requirements of the Law on Personal Data and defines the procedure for processing personal data collected using the Platform and the protection measures taken by the Operator.
- 2.2. The legal grounds for processing personal data are the current legislation, civil law contracts with Users and the consent of the personal data subject to the processing of personal data.
- 2.3. The Policy applies to the relations in the field of personal data processing arising for the Operator both before and after the approval of this Policy.



- 2.4. To fulfil the requirements of part 2 of article 18.1 of the Law on Personal Data, this Policy is [published in free access](#) in the information and telecommunication network Internet on the Platform.
- 2.5. The use of the Platform and its services is possible only if the User has familiarized himself / herself with this Policy in advance and expresses his consent to all the terms of the Policy.
- 2.6. The User who has registered on the Platform and/or provided personal data to the Operator shall be deemed to have expressed consent to the processing of his/her personal data freely, of his/her own free will and in his/her own interest in accordance with the procedure set out in this Policy in the form set out in Annex 1 to this Policy.
- 2.7. The User who has sent a request to obtain Author status and/or provided personal data to the Operator by filling in the Author questionnaire shall be deemed to have expressed consent to the processing of his/her personal data authorized by the data subject for distribution freely, of his/her own free will and in his/her own interest in accordance with the procedure set out in this Policy in the form set out in Annex 2 to this Policy.
- 2.8. The User hereby confirms that the personal data provided by the User is true.
- 2.9. In case of disagreement with the terms of this Policy, the User is obliged to stop using the Platform and its services involving the provision of personal data to the Operator.

### 3. Personal Data and Processing Purposes

The Operator always processes Personal Data of Users for specific purposes and only those Personal Data that are relevant to the achievement of such purposes.

In particular, we process your personal data for the following purposes:

<b>Purpose 1</b>	<ul style="list-style-type: none"> <li>a) providing the User with access to the Platform and/or its services</li> <li>b) providing Authors with extended access to the Platform and/or its services</li> <li>c) communicating with the User to send the User notifications, requests and information related to the operation of the Platform, to fulfil the processing of the User's requests</li> <li>d) improving the usability of the Platform, including for displaying the most relevant search results</li> <li>e) protection of User's and Operator's rights</li> </ul>
Personal data of the User	<ul style="list-style-type: none"> <li>a) surname, first name, patronymic</li> <li>b) email address</li> </ul>



	<ul style="list-style-type: none"><li>c) history of downloads and views of Digital Goods</li><li>d) history of User's requests on the Platform and its services</li><li>e) TIN, when the User receives the status of Author</li><li>f) Phone number, when the User receives the status of Author</li></ul>
Legal grounds	<ul style="list-style-type: none"><li>a) User Agreement in conjunction with this Policy</li><li>b) Consent of the data subject to the processing of his/her personal data</li></ul>
Types of personal data processing	<ul style="list-style-type: none"><li>• collection, recording, systematization, accumulation, storage, destruction and depersonalization of personal data</li><li>• sending information letters to an e-mail address</li><li>• sending the User's email address to NCO YooMoney LLC via API for the Authors to send checks to it for the Realization of Digital Goods</li></ul>
<b>Purpose 2</b>	Demonstration of the Author's profile to an indefinite number of persons for the purpose of posting and promoting his or her Digital Goods, as well as his or her brand on the Platform and the Platform in general
Personal data of the Author	Author's personal data that the Author has indicated in the Author's application form at his/her discretion. <ul style="list-style-type: none"><li>a) surname, first name, patronymic</li><li>b) email address</li><li>c) data on education, advanced training, professional background, academic degree, name of the position, name of the organization within which the User performs professional activities</li><li>d) ratings and awards</li><li>e) image</li></ul>



	<p>f) addresses of personal pages in social networks</p> <p>g) TIN</p>
Legal grounds	<p>a) User Agreement in conjunction with this Policy</p> <p>b) Consent of the data subject to the processing of his/her personal data</p> <p>c) Consent to the processing of personal data authorized by the data subject for distribution</p>
Types of personal data processing	<ul style="list-style-type: none"><li>• Collection, recording, systematization, accumulation, storage, destruction and depersonalization of personal data</li><li>• Sending newsletters to an e-mail address</li><li>• Posting of the Author's profile on the Platform (Distribution of personal data) for displaying it to an indefinite number of persons</li></ul>
<b>Purpose 3</b>	<p>Promotion of the Platform, its services and services by means of direct contacts of the Operator with Users and Authors, including by means of mailings to Users who have consented to receive advertising and information materials according to the form provided in Annex 3 to this Policy, as well as placement of Digital Goods with data on Authors in social networks and messengers.</p>
Personal data of the User	<p>a) surname, first name, patronymic</p> <p>b) email address</p> <p>c) the User's field of activity, which can be optionally specified by the User</p> <p>d) history of User's requests on the Platform and its services</p>
Personal data of the Author	<p>Author's personal data that the Author has indicated in the Author's application form at his/her discretion.</p> <p>a) surname, first name, patronymic</p>



	<ul style="list-style-type: none"><li>b) email address</li><li>c) telephone numbers</li><li>d) data on education, advanced training, professional experience, academic degree, name of the position, name of the organization within which the User performs professional activities</li><li>e) Author's ratings and awards</li><li>f) addresses of personal pages in social networks</li><li>g) other information that the User deems necessary to provide to the Operator (if applicable)</li></ul>
Legal grounds	<ul style="list-style-type: none"><li>a) User Agreement in conjunction with this Policy</li><li>b) Consent of the personal data subject to the processing of his/her personal data</li><li>c) Consent to the processing of personal data authorized by the data subject for distribution</li><li>d) Consent to receive advertising and information materials</li></ul>
Types of personal data processing	<ul style="list-style-type: none"><li>• collection, recording, systematization, accumulation, storage, destruction and depersonalization of personal data</li><li>• sending newsletters to an e-mail address</li></ul>
<b>Purpose 4</b>	Determining the User's behaviour on the Platform to improve the experience of using the Platform, to eliminate various errors that may occur from time to time and for marketing purposes.
Personal data	<ul style="list-style-type: none"><li>a) Information about the history of requests and browsing on the Platform for the correct operation of the Platform (strictly necessary cookies / technical cookies);</li><li>b) Information about the settings and choices that users make on the Platform that ensure that users receive a personalized experience when using the Platform (functional / preference cookies);</li></ul>



	<ul style="list-style-type: none"><li>c) Non-user-specific information about how often users access the Platform and which sections of the Platform are of most interest to them (statistical / analytical cookies);</li><li>d) Information about the actions performed by the User on the Platform, which is necessary to display the most relevant advertisements to Users, evaluate the effectiveness of such advertisements and optimize advertising displays on the Platform (marketing cookies).</li></ul>
Legal grounds	<ul style="list-style-type: none"><li>a) User Agreement in conjunction with this Policy</li><li>b) Consent of the personal data subject to the processing of his/her personal data</li></ul>
Types of personal data processing	<p>Collection of information about the visit of Users and Authors to the Platform without the provision of relevant information by the Users themselves. Such information may be obtained using various methods, means and tools of Internet statistics and customization (in particular, cookies, Yandex.Metrika service including IP address information).</p> <p>Cookies are small files, usually consisting of letters and numbers, downloaded to a user's device when they access certain websites. Cookies allow the website to recognize the user's device and display our website according to the user's preferences.</p> <p>The Operator may use such methods, means and tools to promote the tools and services of the Platform by providing targeted advertising, as well as to improve the usability of the Platform by creating profiles of registered Users and Authors. At the same time, such methods, means and tools shall not be used to identify unregistered users.</p> <p>If the Site user does not agree that cookies are stored on their device, they can independently disable this option in the browser settings (e.g. <a href="#">Yandex.Browser</a>, <a href="#">Google Chrome</a>, <a href="#">Mozilla Firefox</a>). Stored cookies can also be deleted at any time in the system settings of the browser. The User or Author can change the browser settings to accept or reject by default all cookies or cookies from certain websites, including the Platform. Please refer to your browser manual or its developer's website.</p>



	<p>Disabling certain cookies may make it impossible to use certain sections or features of the Platform.</p> <p>If the User or the Author of the Platform does not agree with the use of methods, means and tools of Internet statistics and customization, he/she must stop using the Platform, in this case the Operator will not be able to provide the User or the Author with the use of the Platform. This information is not used to identify the User and is not passed to third parties.</p> <p>The data collected through cookies are not categorized as special or biometric in accordance with Art. 10-11 of the 152-FZ and are processed in an automated manner.</p>
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#### **4. How we Collect, Store and Process Personal Data**

- 4.1. Personal Data of Users are stored on electronic media in the territory of the Russian Federation. If the User is located in a territory where transfer of Personal Data to another jurisdiction requires the User's consent, by using the Platform, the User gives the Operator his/her explicit and unambiguous consent to such transfer or storage and/or processing of Personal Data in the territory of Russia.
- 4.2. Personal data processing is carried out by the Operator in accordance with the requirements of the legislation of the Russian Federation.
- 4.3. The User's personal data is collected on the Platform during registration, as well as in the future when the User makes additional information about himself/herself on his/her own initiative using the Platform tools and the User's activities.
- 4.4. The Operator carries out automated processing of personal data with or without receiving and/or transmitting the received information via information and telecommunication networks.
- 4.5. The Operator shall collect, record, systematize, accumulate, store, clarify (update, change), extract, use, transfer (disseminate, provide, access), depersonalize, block, delete and destroy personal data.
- 4.6. All information that is collected by third-party services, including payment systems, means of communication and other service providers, is stored and processed by these persons (operators) in accordance with their user agreement and privacy policy. The Operator is not responsible for the actions of third parties.

#### **5. How Long we Keep Personal Data**

- 5.1. The Operator shall store personal data for no longer than required for the purposes of personal data processing, unless the period of personal data storage is established by federal law, contract to which the personal data subject is a party, beneficiary or guarantor.
- 5.2. The period of personal data processing is determined by the achievement of the purposes for which the personal data were collected, unless another period is not provided for by the contract or applicable law. The User may withdraw their consent to the processing of personal data at any time by deleting their account or by sending a request to [support@legalwording.ru](mailto:support@legalwording.ru). Upon withdrawal of





consent to the processing of personal data, the Operator stops processing personal data within 10 (ten) working days and has the right to delete the User's account from the Platform, as well as his/her personal data, unless otherwise provided by imperative norms of the applicable legislation.

## 6. Transfer of Personal Data to Third Parties

- 6.1. In order to provide services and improve their quality, we transfer information about Users to the following third parties: Yandex LLC (Russia), Provider of web analytics services (Yandex Metrika), 16 Lev Tolstoy St., Moscow, 119021, [Privacy Policy](#).
- 6.2. In order to ensure the sending of checks by Authors to Users at each Realization of Digital Goods, we transfer via API the User's e-mail address to the Author's personal account opened at NCO YooMoney LLC, TIN 7750005725, 115035, Moscow, Sadovnicheskaya Street, 82, p. 2, Privacy Policy.
- 6.3. For the purpose of sending advertising and informational materials through the Unisender service, we transfer information about Users to the following third parties: LLC "Unisender Rus" (Russia), 127015, Moscow, Bolshaya Novodmitrovskaya str. 23, office 2/46, Privacy Policy. 2/46, [Privacy Policy](#).
- 6.4. Some ways of using the Platform and its individual services may require the provision (access) of the User's personal data to third parties. By choosing such ways of using the Platform and its services, the User agrees to the transfer of personal data to third parties.

By using the Platform's services for the creation of requests by Users to Authors for the placement of Digital Goods on the Platform, the User agrees to the transfer of the User's personal data to Authors (if applicable) for the purposes of processing the User's request.

- 6.5. Some ways of using the Platform and its individual services imply distribution, i.e., disclosure to an indefinite number of persons, of some general personal data of the Author (in particular, data about the Author, education, advanced training, professional experience, academic degree, name of the position, name of the organization within which the User carries out professional activities, image of the Author, etc.). Any distribution of the Author's personal data is carried out in accordance with the requirements of the current legislation in the field of personal data processing.

The Author realizes that the publication of the said data on the Platform by its purpose and meaning is addressed to an indefinite number of persons (other Users, site visitors and other persons), is available for public viewing, for copying and further distribution. Accordingly, this information should be published by the Author with special selectivity at his discretion. The Operator is not liable for possible moral or material damage that may be caused to the Author by third parties, due to any impact on the Author using his personal data published by the Author himself on the Platform.

The User consents to the processing of Personal Data authorized by the data subject for distribution in the form set out in Annex 2 to this Policy at the time of sending the form to the Administrator to change the status of User to Author.

- 6.6. The User agrees that the Operator has the right to transfer his/her personal data to the Authors and settlement organizations for the purposes of the Platform operation.



- 6.7. In cases where it is necessary for the protection and/or realization of the rights and legitimate interests of the Operator, the Operator may use third-party services and engage third parties to verify the User's data by transmitting such data to them. In this way, the Operator may identify and eliminate financial and legal risks, contribute to the fight against fraudulent or dishonest behavior and prevent information security threats that may arise in relation to the Platform.
- 6.8. If the User agrees to receive advertising and information materials in the form provided in Annex 3 to this Policy, the Operator may transfer the User's personal data to third parties (e.g., advertising networks) to personalize the advertising sent/displayed to the User, assess the effectiveness of such advertising, improve the user experience and improve the quality of use of the Platform services.

## **7. How we Protect Personal Data**

- 7.1. The Operator shall take a set of measures necessary and sufficient to ensure the fulfilment of obligations stipulated by the current legislation of the Russian Federation on personal data.
- 7.2. Registration and subsequent authorization of the User by entering login and password allows to avoid unauthorized actions of third parties on behalf of the User and gives the User access to additional services of the Platform. It is prohibited for the User to transfer the login and password to third parties. The User is responsible for all negative consequences in case of transfer of login and password to third parties.
- 7.3. The operator uses modern HTTPS encryption technologies to ensure data protection during its transmission via the Internet. HTTPS (Hypertext Transfer Protocol Secure) is a secure data transfer protocol that supports encryption by means of cryptographic protocols SSL and TLS, and is an extended version of the HTTP protocol.
- 7.4. The Operator has the right to restrict the User's access to the personal account at its sole discretion, if the Operator becomes aware of the information about transactions with the use of third party payment means without the User's knowledge, or if the Operator becomes aware of the information that the User's login and password became available to third parties without the User's knowledge, or if the Operator becomes aware of the information that the User used another person's personal data to carry out activities that violate the law.
- 7.5. The Operator does not control and is not responsible for the websites of third parties, to which the User can go through the links available on the Platform. The relations between the User and third parties on ensuring confidentiality of personal data provided by the User to third parties are regulated by the User and such third parties independently.

## **8. Rights and Obligations of the Operator**

- 8.1. The operator has the right to:
  - a) receive from the data subject reliable information and/or documents containing personal data;
  - b) continue personal data processing without the consent of the personal data subject if there are grounds specified in the Law on Personal Data in case the data subject revokes his/her consent to personal data processing, as well as in case the personal data subject submits a request to stop personal data processing;



- c) independently determine the composition and list of measures necessary and sufficient to ensure the fulfilment of the obligations stipulated by the Law on Personal Data and the regulatory legal acts adopted in accordance with it, unless otherwise provided by the Law on Personal Data or other federal laws.

8.2. The Operator is obligated to:

- a) organize the processing of personal data in accordance with the procedure established by the current laws of the Russian Federation;
- b) respond to appeals and requests of Users and their legal representatives in accordance with the requirements of the Law on Personal Data;
- c) inform the authorized authority for the protection of the rights of data subjects, upon request of this authority, of the necessary information within 10 days from the date of receipt of such request;
- d) publish or otherwise provide unrestricted access to this Policy regarding the processing of personal data;
- e) cease transfer (distribution, provision, access) of personal data, stop processing and destroy personal data in the manner and cases stipulated by the Law on Personal Data;
- f) fulfil other obligations stipulated by the Law on Personal Data.

## 9. Rights and Obligations of Users

9.1. Users have the right to:

- a) receive information regarding the processing of his/her personal data, except cases provided for by federal laws. Information shall be provided to the data subject by the Operator in an accessible form and shall not contain personal data relating to other subjects of personal data, except in cases where there are legal grounds for disclosure of such personal data. The list of information and the procedure for obtaining it is established by the Law on Personal Data;
- b) demand from the Operator to clarify his personal data, block or destroy them if the personal data are incomplete, outdated, inaccurate, illegally obtained or not necessary for the stated purpose of processing, as well as to take measures provided for by law to protect his rights;
- c) withdraw consent to the processing of personal data, as well as to request the termination of personal data processing;
- d) exercise other rights stipulated by the laws of the Russian Federation.

9.2. Data subjects are obliged to:

- a) provide the Operator with only reliable data and information;
- b) inform the Operator about the clarification (update, change) of his/her personal data.



9.3. Persons who have passed to the Operator false information about themselves, or information about another data subject without the consent of the latter, shall be liable in accordance with the laws of the Russian Federation.

## 10. Final Clauses

10.1. This Policy is an Annex to and an integral part of the [User Agreement](#).

10.2. All relations involving the Operator concerning the processing and protection of personal data that are not directly reflected in this Policy and the User Agreement are regulated in accordance with the provisions of the current legislation of the Russian Federation on personal data.

10.3. This Policy is made in the Russian language. For information purposes, this Policy is translated into English. In case of discrepancies between the Russian and English versions of the Policy, the Russian version shall prevail.

10.4. This Policy comes into effect from the moment of its publication on the Platform and is valid indefinitely.

10.5. The Operator has the right to make changes at its discretion, including, but not limited to, in cases where the relevant changes are related to changes in the applicable legislation, or to changes in the operation of the Platform. All changes shall be effective from the date of publication of this Policy on the Platform in a new version, unless such changes provide for a different effective date.

10.6. The current version of the Policy is freely available on the Internet at: <https://legalwording.ru/en/legal/privacy.pdf>.

### Annexes:

Annex 1 Consent for personal data processing

Annex 2 Consent to the processing of personal data authorized by the personal data subject for distribution

Annex 3 Consent to receive advertising and information materials

Policy approved by the Operator and published: 6 September 2024

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**Annex 1**  
to the Policy on personal data processing  
(privacy policy)

### **Consent to the Processing of Personal Data**

Hereby the data subject (hereinafter "**User**"), being on the website <https://legalwording.ru/> (hereinafter referred to as "**Platform**") when creating his/her account decides to provide his/her personal data to sole proprietor Mr. Ilya Vladimirovich Kopytov, OGRIP: 308774632300810, TIN: 772153232630, location address: Moscow (hereinafter referred to as "**Operator**") and gives specific, substantive, informed, conscious and unambiguous consent to their processing freely, of his/her own free will and in his/her own interest in accordance with Article 9 of the Federal Law "On Personal Data" N 152-FZ dated 27 July 2006.

The list of personal data, to the processing of which the User gives his/her consent, the purposes, methods and conditions of processing of the User's personal data are given in the Policy regarding the processing of personal data (privacy policy), available as amended and supplemented at the Internet address: <https://legalwording.ru/en/legal/privacy.pdf>

The period of personal data processing is determined by the achievement of the purposes for which the personal data were collected unless another period is not provided for by the contract or applicable law. The User may withdraw their consent to the processing of personal data at any time by deleting their account or by sending a request to [support@legalwording.ru](mailto:support@legalwording.ru)

Upon withdrawal of consent to the processing of personal data, the Operator shall stop processing personal data within 10 (ten) working days and shall have the right to delete the User's account from the Platform, as well as his/her personal data, unless otherwise provided by the compulsory norms of the current legislation.



**Annex 2**  
to Policy on personal data processing  
(privacy policy)

**Consent to the processing of personal data,  
authorized by the data subject for distribution**

The data subject (hereinafter "**User**"), being on the website <https://legalwording.ru/> (hereinafter referred to as "**Platform**") when sending a request to become an author (hereinafter referred to as "**Author**") decides to provide his personal data to sole proprietor Ilya Vladimirovich Kopytov, OGRNIP: 308774632300810, TIN: 772153232630, location address: Moscow (hereinafter referred to as "**Operator**") and gives specific, substantive, informed, conscious and unambiguous consent to the placement on the Internet of his personal data on the Platform freely, of his own free will and in his own interest in accordance with Part 9 of Article 9 of the Federal Law "On Personal Data" N 152-FZ dated 27 July 2006 on the terms of the Privacy Policy, available at: <https://legalwording.ru/en/legal/privacy.pdf>

The specified data may contain the following personal data provided at the discretion of the User / Author:

- surname, first name, patronymic
- e-mail address
- telephone number
- data on education, advanced training, professional experience, academic degree, name of the position, name of the organization where the User carries out professional activities
- ratings and awards
- image
- addresses of personal pages in social networks
- other information that the Author deems necessary to provide to the Operator and specify in the Author's form

for the purpose of displaying (distributing) the Author's profile to an indefinite number of persons to promote his or her Digital Goods, as well as his or her brand on the Platform and to promote the Platform itself, as well as for other purposes not prohibited by the legislation governing the provision and processing of personal data.

The period of personal data processing is determined by the achievement of the purposes for which the personal data were collected, unless another period is provided for by the contract or applicable law. The User may withdraw their consent to the processing of personal data at any time by deleting their account, deleting their personal data from the Author profile or by sending a request to [support@legalwording.ru](mailto:support@legalwording.ru)

Upon withdrawal of consent to the processing of personal data, the Operator stops processing personal data within 10 (ten) working days and has the right to delete the User's / Author's account from the Platform, as well as his/her personal data, unless otherwise provided by the compulsory norms of the current legislation.



**Annex 3**  
to the Policy on personal data processing  
(privacy policy)

**Consent to receive advertising and information materials**

Hereby, in accordance with paragraph 1 of Article 18 of Federal Law "On Advertising" No. 38-FZ dated 13 March 2006, I, being a user of the Legal Wording Platform, located on the Internet at the network address <https://legalwording.ru/> (hereinafter referred to as the "**Platform**"), freely, of my own free will and in my own interest, give my consent to sole proprietor Mr. Ilya Vladimirovich Kopytov OGRNIP: 308774632300810, TIN: 772153232630, address of location: Moscow (hereinafter referred to as the "**Operator**"), to:

- a) receive advertisements about the services and functionality of the Platform, Digital Goods placed on the Platform and their Authors, Operator's partners, special offers, events, activities, promotions; and
- b) receive messages of informational nature related to the subject matter of the Platforms;
- c) processing of personal data for the purposes set out in this consent under the terms of the Policy on Personal Data Processing (Privacy Policy) available on the Internet at <https://legalwording.ru/en/legal/privacy.pdf>

by any means of communication, including without limitation email, telephone, social media, messengers and information channels.

I am aware of the possibility to unsubscribe of receiving promotional and informational materials in the future by sending an e-mail to: [support@legalwording.ru](mailto:support@legalwording.ru) or the way specified in the mailing message (if applicable).