

CONSENT TO PERSONAL DATA PROCESSING

1. I, (**name and surname**), hereby give my consent to the Translation Agency "A+" (27, Michurina Street, office #20, Dubna, Moscow region, Russian Federation, postal code 141980; hereinafter the "Agency") that acts as Administrator of Personal Data (the processing means: *collecting, registering, accumulating, storing, updating, modifying, extracting, using, blocking, removing, destroying*), as appropriate, using the means of automation (automated processing), or without the use of such means (conventional treatment), my personal data, some of them are named below:

- name(s), surname(s) (patronymic if any);
- date and place of birth;
- information of the identity document and/or citizenship;
- address/place of residence (according to the passport or real address), date of registration at the address/place of residence;
- data from the immigration card or document confirming the right of a foreign citizen to stay in the country; or document of a person without citizenship;
- contact information (mobile phone number, email, skype ID, other contact data);
- other information, provided by current Russian or other country legislation, in accordance with the corresponding law on the personal data processing (such as: level of education, marital status, place of employment, work position, etc.)

2. I have the right to communicate to the Agency only such personal data that are really necessary to provide the translation services (or complementary services of the Agency) that I have ordered.

3. I affirm that my data are true and are intended for the provision of services (consultation, request, translation) and also to provide me an information of other services of the Agency and third parties related to the Agency's business profile (notaries, messaging services, etc.)

4. I agree to inform the Agency of any changes in my information provided to the Agency within 3 (three) days, if this is important for the services I have ordered.

5. The Agency has no right to charge the processing of my personal data to a third party without my consent in writing or without a request from my legal representative.

6. I authorize the Agency to receive, officially, from the relevant state and municipal authorities, as well as companies and organizations, reports on the authenticity of my personal data, indicated in the present Consent, those contained in the documents to translate. The personal data may be disclosed to entities who are authorized for that by law.

The present Consent is valid for 5 (five) years from the date of its signature, if not otherwise provided by Russian law. This Consent may be revoked by me in a written notice in accordance with the norms of Russian law, delivered to the address of the Administrator. At the end of the period indicated, this Consent may be extended for a further period of 5 (five) years if the Agency does not have any notification of my revocation.

In (**indicate a place**), on the , 20.

Declarant's Signature