



TERMS AND CONDITIONS OF PROVISION OF THE SERVICE *ELECTRONIC NOTIFICATIONS TO RECEIVE CONSIGNMENTS*

1. GENERAL TERMS AND CONDITIONS

The Terms and Conditions of Provision of the Service *Electronic Notifications to Receive Consignments* (hereinafter – the Terms and Conditions) stipulate the procedure, according to which the Customer applies for and VAS “Latvijas Pasts” (hereinafter – Latvijas Pasts) ensures provision of the service *Electronic notifications to receive consignments*.

Terminology used in Terms and Conditions:

- **Customer** – natural or legal person, receiving an electronic invitation to receive a consignment, delivered by Latvijas Pasts.
- **Latvijas Pasts** – State Joint Stock Company “Latvijas Pasts” (hereinafter – Latvijas Pasts), having its registered address at 10 Ziemeļu Street, Riga International Airport, Marupe municipality, LV-1000, unified registration No. 40003052790, website www.pasts.lv, address for electronic communication –info@pasts.lv.
- **Terms and Conditions** – the terms and conditions of Latvijas Pasts service *Electronic notifications to receive consignments* with all amendments and supplements in force at the time of provision of the service. You can read them on the website of Latvijas Pasts www.pasts.lv.
- **Electronic notifications to receive consignments** – an additional service of Latvijas Pasts, in the framework of which the Customer agrees to receive an electronic notification to receive consignments addressed to him/her in text message format to the Customer's mobile phone number. Latvijas Pasts ensures sending of electronic notifications about postal consignments addressed to the Customer, on which a valid phone number is indicated, as well for consignments, on which a phone number is not indicated, but the Customer's data with Customer's consent is included in the electronic notification database of Latvijas Pasts and the address record is provided.

2. PROCEDURE OF APPLICATION FOR THE SERVICE

2.1. The Customer can apply for the service *Electronic notifications to receive consignments* as follows:

- 2.1.1. Applying for the service by scanning QR code on printed pick-up invitation and filling out the application;
- 2.1.2. Applying for the service at Latvijas Pasts service location;
- 2.1.3. Applying for the service electronically: <https://www.manspasts.lv/lv/e-aicinajumi> .

2.2. The Customer receiving the service can change or correct his/her contact details:

- 2.2.1. When receiving SMS with a unique link;
- 2.2.2. Applying for changes at Latvijas Pasts service location.

2.3. The Customer is responsible for the accuracy of data provided.

- 2.4. The Customer agrees to the processing of his/her personal data for the purpose of ensuring provision of the service *Electronic notifications to receive consignments*.
- 2.5. The Customer has the right to revoke the permit/consent for the processing of his/her personal data at any moment by:
 - 2.5.1. Revoking consent electronically: : <https://www.manspasts.lv/lv/e-aicinajumi>
 - 2.5.2. Revoking consent at Latvijas Pasts service location.
3. LATVIJAS PASTS OBLIGATIONS
 - 3.1. Latvijas Pasts undertakes:
 - 3.1.1. To provide the Customer with all information about the content of the service and terms and conditions of its provision;
 - 3.1.2. To ensure the provision of the service *Electronic notifications to receive consignments* in accordance with the procedure mentioned in the Terms and Conditions;
 - 3.1.3. To ensure preparation and sending of invitation to receive consignments addressed to the Customer and received by Latvijas Pasts, sending the invitation to the Customer's mobile phone number, if the address record of the postal consignment corresponds to the structure of addresses used in the National Address Register of the State Land Service, the Customer's contact information is included in the information system of Latvijas Pasts and the consignment has been linked with the Customer as the addressee in the information system of Latvijas Pasts;
 - 3.1.4. To send a repeated pick-up invitation invitation in paper format for postal consignments addressed to the Customer, for which Latvijas Pasts has not managed to deliver an electronic notification to the Customer;
 - 3.1.5. To use the Customer's personal data solely to ensure provision of the service *Electronic notifications to receive consignments*;
 - 3.1.6. To inform the Customer in a timely manner about any changes to the Terms and Conditions of provision of the service and to publish such changes on the website www.pasts.lv.
 - 3.2. Latvijas Pasts does not assume responsibility for direct, indirect, consequential, special or accidental losses (including, but not limited to, losses in business, loss of contracts, revenue, data, information or business disturbances) resulting from the use of the service *Electronic notifications to receive consignments*, related to it or the inability to use it, or which arise from these Terms and Conditions or are related to them.
 - 3.3. Latvijas Pasts does not assume any liability for claims of any third parties related to sending of electronic notifications regarding consignments addressed to the Customer to other addressees, if a wrong mobile phone number is indicated on the consignment addressed to the Customer.
4. LIABILITIES OF THE CUSTOMER
 - 4.1. The Customer shall take full responsibility for the truthfulness of the data provided to Latvijas Pasts.
 - 4.2. The Customer undertakes:

- 4.2.1. to observe these Terms and Conditions;
- 4.2.2. to inform Latvijas Pasts in case of change of the telephone number or correspondence address.

5. PERSONAL DATA PROCESSING

- 5.1. Latvijas Pasts will process the data submitted by the Customer only for the purpose to provide service *Electronic notifications to receive consignments* in effective manner and until withdrawal of the Customer's consent.
- 5.2. The Customer's personal data is processed according to applicable data protection laws and regulations, internal policies, guidelines, and procedures of Latvijas Pasts. Latvijas Pasts Privacy Policy is published here:
http://pasts.lv/lv/par_mums/par_latvijas_pastu/privatuma_politika/