



TERMS AND CONDITIONS OF USE OF POSTI'S ADDRESS BOOK

November 1, 2017

1. Subject, parties and preconditions of the Agreement

1.1. This Agreement sets out the terms and conditions to be followed by the Customer and Posti Ltd in the use of Posti's Address Book service. This Agreement is hereinafter referred to as the "Service Agreement", Posti Ltd as Posti, and the Address Book service as the Service or Address Book.

1.2. The Address Book is part of Posti's web service. The Service Agreement may only be concluded by Customers that are registered customers of Posti and have approved the terms and conditions for Posti's electronic consumer services (Terms of Use). The Customer must be a natural person who is at least 15 years old.

1.3. If there is inconsistency between the Service Agreement and the Terms of Use, the terms and conditions of this Service Agreement shall prevail.

2. Service content

2.1. The Address Book is an electronic service portfolio offered by Posti, which consists of an Address Book and reminders. In the Service, the Customer can collect contact details in its Address Book and have changes to the contact details of those in its circle of acquaintances automatically updated in the Address Book. The Address Book reminds the Customer by e-mail of the important dates entered by the Customer, and the Service also allows offering the Customer products or services related to sending.

2.2. As a rule, the Address Book is free of charge. However, the Service may contain parts subject to a charge.

2.3. This Service is only intended for private use by private persons. The Service may not be used for business purposes or as a means of communication in marketing or business.

3. Updating contact details

3.1. The Customer can freely add contacts to its Address Book and remove them. The Customer can have the contact details of the natural persons in its Address Book to be automatically updated in the Address Book by establishing a circle of acquaintances with them. Establishing the circle requires mutual acceptance between the Customer and the natural person.

3.2. A person belonging to the circle of acquaintances need not be a registered customer of Posti or the user of the Address Book. If a person belonging to the Customer's circle of acquaintances is a user of the Address Book, he/she will also receive the Customer's contact details automatically updated.

3.3. The automatic updating of the contact details requires that the Customer's Address Book contains the postal address of the person in the circle of acquaintances and that the person has notified Posti of the address. Posti cannot disclose the address but only update the address that the Customer already has. A person having received an invitation to the circle of acquaintances personally forwards his/her contact details to the inviting person when accepting the invitation.



3.4. Posti updates changes to the name data of the person belonging to the circle of acquaintances, all changes to contact details it has been notified of (e.g. the postal address, telephone number, e-mail address) and any other contact details created by Posti.

3.5. The Customer or a person belonging to the circle of acquaintances can at any time refuse the updating of his/her address information. The refusal can be submitted through Posti's electronic services or by notifying Posti Customer Service of the refusal. However, the refusal does not remove the information in the address books, but changes will no longer be updated after the refusal.

4. Processing personal data

4.1. Posti will process the Customer's personal data according to the Terms of Use and the customer register file description prepared pursuant to Section 10 of the Personal Data Act.

4.2. The Customer's personal data in its Address Book are the property of the Customer. The Customer may only process the personal data in its Address Book for purely personal purposes or for comparable ordinary and private purposes, as referred to in Section 2 of the Personal Data Act. Posti processes the personal data in the Customer's Address Book on behalf of the Customer for the above purpose.

4.3. The personal data recorded by the Customer in the Address Book (e.g. name, address, e-mail address, telephone number, date of birth) are forwarded to users in the Customer's circle of acquaintances via Posti.

4.4. If the service that is covered by this agreement involves processing personal data that is the property of the Customer, the Customer shall authorize Posti with this agreement to arrange on its behalf, using EU model clauses, to transfer this personal data that is the property of the Customer to a subcontractor outside of the EU for the purposes of service provision. The EU model clauses ensure that provisions similar to EU legislation are applied to the processing of the personal data outside the EU borders. The transfer does not affect information security or the confidentiality of information.

5. Products and services

5.1. Product and services of Posti or Posti's partners can be offered in connection with the Address Book.

5.2. When the Customer purchases a product or Service offered in the Address Book, a separate agreement will be concluded about the purchase. At that point, the Customer is informed of the availability or non-availability of a cancellation right pursuant to the Consumer Protection Act.

5.3. Posti is responsible for its own products and services offered in the Address Book in accordance with the terms and conditions applicable to them. Posti is not responsible for the products and services offered by its partners in the Address Book. If the Customer purchases a Posti partner's product or service, the partner is responsible for the product or service toward the Customer.

6. Posti's liability



6.1. Posti's liability is specified in the Terms of Use. Posti is not responsible for the offers of its partners or the content thereof.

7. Validity of the Agreement

7.1. This Service Agreement shall enter into force when the Customer has approved its terms and conditions, and remain in force until further notice. Having signed the Agreement, the Customer has the right to cancel it within 14 days. However, the cancellation right ceases to exist if the Customer has started to use the Service. Posti may terminate the Service Agreement with a 30-day notice period. The Customer may terminate the Service Agreement with a 14-day notice period. The notice period is calculated from the date on which notice is given. If the agreement on electronic consumer services between the Customer and Posti ceases to be in effect in accordance with the Terms of Use, this Service Agreement will automatically end at the same time.

7.2. When the Service Agreement ceases to be in effect, the Customer no longer has access to its electronic Address Book.

7.3. The termination of the Service Agreement will not affect the Customer's position as a member of the circle of acquaintances of the users of other services. If the Customer no longer wishes that its address information is updated to the address books of persons who belonged to its circle of acquaintances, the Customer must notify Posti of this via the Service or Posti Customer Service.

8. Other terms and conditions

8.1. If not stated otherwise in this Service Agreement, the Terms of Use, current legislation concerning postal operations and the general terms of delivery for postal services shall be applied to the Service.

Terms of use for electronic consumer services
File description for electronic consumer services