

## STATEMENT on the use of the certificate for utilising Fina's e-Invoice service for business entities

by which I, \_\_\_\_\_  
(name, last name, residence, PID)

as the person authorised for representing of the following business entities:

1) \_\_\_\_\_  
(name, registered office, PID and Statistical identification number of the business entity holder of Fina's digital certificates integrated in co-branding e-card/USB token or application certificate)

2) \_\_\_\_\_  
(name, registered office, PID, Statistical identification number and e-mail address of the business entity in whose name and for whose account this e-Invoice service will be used; all data is required)

Code of the business unit <sup>1</sup> | | | | | | | | | | | | | | | |

### DECLARE

That I will use the Fina e-Invoice service in the name and for the account of the business entity stated under ordinal number 2 by using Fina's digital certificates integrated in the Fina e-card/USB token or by using the application certificate issued to the business entity stated under ordinal number 1.

I furthermore declare that, for the business entity under number 2, I will use the following rights:

- |  |  |
|--|--|
| <input type="checkbox"/> Entry                         | <input type="checkbox"/> Overview and reception        |
| <input type="checkbox"/> Signature and dispatch        | <input type="checkbox"/> Payment notification dispatch |
| <input type="checkbox"/> Access to all business units? |  |

**PEPPOL user**

Indicates the service for sending and receiving cross-border electronic invoices via the PEPPOL network.  
This service is subject to additional fee in accordance with Fina's standard price list and the applicable Terms of Service.

<sup>1</sup> The code of the business unit is entered only when the business entity under ordinal number 2 allocates delegation for one or more business units. If the business entity under ordinal number 2 wishes to allocate delegation for multiple business units, a different statement with a different code for the business unit must be given for each business unit. The code of the business unit is a data that the business entity under ordinal number 2 has previously set in the document Application Form for registering a business entity with business units on the service e-Invoice for business entities.

<sup>2</sup> If the business entity under ordinal number 2 wishes to have the same right(s) for all business units, the business units must be registered on the service e-invoice based on the above-mentioned Application Form and a single statement with the right Access to all business units selected must be filled out, combined with the right(s) that he/she wants to give to the user of the digital certificate of the business entity under ordinal number 1. In that case, the code of the business unit is not entered.

According to Article 80 of the Law on value added tax and Article 161 of the Ordinance on the value added tax, I declare that, by selecting the right Overview and reception and/or Payment notification dispatch and by signing this statement, agree to receive invoices from all my suppliers delivered via the service e-Invoice for business entities.

I declare that I am familiar with the General conditions of use of the service Fina e-Invoice for business units and, as a person authorised for representing the business entity under no. 2, I undertake to pay the fee for using the package Fina e-Invoice for business entities for which I have issued this statement, according to Fina's price list.

With my signature, under criminal and material liability, I guarantee the accuracy of all the information provided.

The statement is valid until revoked and may be only used in purposes previously stated and may not be used in other purposes.

In \_\_\_\_\_, date \_\_\_\_\_

\_\_\_\_\_  
Signature of person authorised to represent

## **Information to the subject\* about the processing of personal data collected by this Statement on the use of the certificate for utilising the e-Invoice service**

Personal data processing manager: Financial agency, Ulica grada Vukovara 70, 10 000 Zagreb, PID: 85821130368, info@fina.hr / info phone 0800 0080

Contact data of the Personal Data Protection Officer: dpo@fina.hr

Personal data collected by this Statement on the use of the certificate for utilising Fina's e-Invoice service are to be processed for the purpose of accessing the service Fina e-Invoice and are necessary for the execution of the Agreement in which the subject is a party.

The recipient of personal data is Fina and personal data collected by this Statement will not be handed over to other recipients.

Personal data will be stored in the manner specified by archiving regulations for a period of 12 years from the cancellation of the service or from the expiration of the certificate to which the rights to use the service relate.

The subject has the right to request from the Fina the access, correction, cancellation, transfer and limitation of processing and file a complaint against processing of personal data relating to him, if regulated requirements are met. The request regarding the above-mentioned rights must be submitted in written form at designated counters of Fina business units, the list of which is published on the Fina website: [www.fina.hr](http://www.fina.hr).

The complaint about processing personal data may be submitted to the supervisory body - Agency for Personal Data Protection, Selska cesta 136, Zagreb, azop@azop.hr , [www.azop.hr](http://www.azop.hr).

\*In the context of this Statement, the subject is a person authorised to represent business entities whose data is collected by this Statement