

Data Processing Agreement

Template — complete the highlighted fields, then return to Eventira for countersignature. GDPR (EU 2016/679) & India DPDPA 2023.

This Agreement forms part of the Master Services Agreement between the Parties and prevails on all data-protection matters. **Effective date:** _____.

CONTROLLER (Customer)	PROCESSOR
Legal name: _____ Address: _____ _____ Event: _____ Contact / email: _____	Eventira Software Pvt. Ltd. CIN: U62090MH2025PTC461233 Madhav Baug, Brahmin Society, Naupada, Thane, Maharashtra – 400602, India Contact: admin@eventira.com

1. Scope

Eventira processes attendee data solely to operate the Controller's event on its platform, acting only on the Controller's documented instructions. Applicable law: EU GDPR 2016/679 and India's DPDPA 2023.

2. Data processed

Item	Details
Purpose	Registration, attendee management, communications, networking suggestions (attendee-controlled profile matching), and analytics.
Personal data	Name, email, phone, job title/organisation, professional interests/bio (networking), dietary/accessibility needs — all optional except name and email. No payment data collected.
Data subjects	Attendees, registrants, speakers, and exhibitors.
Retention	Up to 12 months post-event for networking/interaction. Deleted sooner on account deletion, erasure request, or Controller instruction. Attendees may delete their account and all associated data at any time.

3. Sub-processors

Service	Purpose	Location
DigitalOcean (cloud hosting)	Infrastructure & storage	Amsterdam, NL (EEA)
DigitalOcean	Email delivery	Amsterdam, NL (EEA)
Eventira (in-house)	Attendee networking & matching	India

30 days' notice will be given before adding or replacing any sub-processor. All sub-processors are bound by equivalent data-protection obligations.

4. Eventira's commitments

- Process data only on the Controller's instructions; ensure staff confidentiality.
- Maintain encryption at rest (AES-256) and in transit (TLS 1.2+), MFA-enforced access controls, regular security testing, and a tested breach-response procedure.
- Notify the Controller within 72 hours of a confirmed data breach, with full details.
- Provide attendees self-serve tools to manage and delete their data; assist with remaining Data Subject rights requests (access, rectification, portability, restriction, objection).

- On termination, delete or return all data within 30 days (subject to the 12-month retention above) and permit reasonable audits at the Controller's cost with prior notice.

5. Controller's commitments

The Controller confirms it has a lawful basis to collect and share this data with Eventira, has informed attendees of the 12-month post-event retention, and that its instructions comply with applicable law.

6. Liability & governing law

Each Party is liable for damage caused by its own breach, subject to the liability cap in the Master Services Agreement. Governed by the laws of England and Wales. Both Parties acknowledge DPDPA obligations in respect of Indian residents' data.

7. Signatures

FOR THE CONTROLLER	FOR EVENTIRA SOFTWARE PVT. LTD.
Signature: _____	Signature: _____
Name & title: _____	Name & title: Apoorva Agwan, CEO
Date: _____	Date: _____

This template is provided for convenience and is not legal advice. Eventira Software Pvt. Ltd. · admin@eventira.com