



Information on the processing of personal data pursuant to Article 13 GDPR

With this letter, we would like to inform you which personal data we collect and process from you.

1. Responsible person

Responsible for data processing

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2. Purposes and legal basis of data processing

The responsible person collects and processes your data for the purposes listed below and on the basis of the legal basis stated in each case:

Purpose	Legal basis
<i>Initiation and execution of contracts:</i> <i>(e.g. purchase contract, contract for work and services, service contract, employment contract, etc.)</i> Interested parties / customers / clients suppliers Service Providers / Partners / Employees	Article 6 (1) (b) GDPR (performance of contract and initiation)
<i>Transmission of price and marketing information</i> Interested parties / customers / clients	Article 6 para. 1 lit. f GDPR (Legitimate interest) or Article 6(1)(a) GDPR (consent)

3. Recipient of the personal data

A disclosure of the data only takes place for the execution of the contract and its initiation. This includes the necessary transfer of data to authorities or third parties which are involved in the performance of the contract.

Your personal data will not be transferred to third countries or international organizations.

Your data will be passed on internally to various departments. These include, but are not limited to, sales, field service and shipping, purchasing, accounting and production. To process the contracts, the data is transmitted to postal and parcel service providers and

forwarding agents; for accounting purposes to tax consultants, banks and authorities. The disclosure only takes place for the purposes specified above.



4. The obligation to provide certain personal data

There is a legal obligation to provide certain data. If you should not make these data available to us, a proper achievement fulfillment cannot take place by us.

5. Duration of storage of personal data

We delete your personal data after the storage is no longer necessary for the fulfillment of the purposes of data processing. However, there are legal retention periods for certain data. We will delete your data after these legal provisions have expired.

If you have given us consent for long-term storage, we will only delete the data once the deletion period in the consent has expired.

6. Your rights

You have the following rights as a "data subject" whose data we process:

- Right of access according to Article 15 GDPR
- Right of rectification according to Article 16 GDPR
- Right of erasure („right to be forgotten“) according to Article 17 GDPR
- Right of restriction of processing according to Article 18 GDPR
- Right to data portability in a structured, common and machine-readable format according to Article 20 GDPR

Withdrawal of the granted consent according to Article 7 GDPR

If we process your personal data for specific purposes on the basis of your consent, you have the right to revoke your consent at any time. Upon receipt of your revocation, we will discontinue data processing for the purposes for which you have given us your consent. The legality of the processing before your revocation remains unaffected.

Right to object according to Article 21 para. 1 GDPR

If we process your personal data to safeguard legitimate interests within the meaning of Article 6 para. 1 subpara. 1 letter f DSGVO, you have the right to object to this processing for reasons arising from your particular situation. In order to exercise your right of objection, an informal notification to us stating which data processing you object to is sufficient.

Right to lodge a complaint according to Article 77 GDPR

You also have the right to lodge a complaint with a supervisory authority if you believe that the processing of your personal data violates data protection laws, in particular, the GDPR.

Before making a complaint, however, we would appreciate it if you would contact us.

Contact details of the competent supervisory authority

Landesamt für Datenschutzaufsicht, Postfach 606, 91511 Ansbach GERMANY
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