

## **Data protection declaration**

We are delighted that you have visited our website and have shown interest in our company and our products and services. The protection of your personal data throughout the entire business process is of prime importance to us. We want you to feel safe when you visit our website.

This is why observing the statutory provisions set out in the Federal Data Protection Act (BDSG) and the Telemedia Act (TMG) is a matter of course for us. We also believe it to be important for you to know at any time which data we store, when we store the data and how we use it.

## **Personal data**

In principle you may use our website without disclosing your identity. However, if you register for a personalised service, i.e. subscribe to a newsletter for example, we will ask for your name and other personal information (such as address or telephone number). These details on personal or material circumstances of a specific or specifiable natural entity are referred to as "personal data". Without this information we are unable to provide you with the desired service. We only ask for the information we need to satisfy your enquiry. You can therefore decide yourself whether you wish to use a service offered by us and to communicate your data to us or would prefer to remain anonymous.

## **Purpose and passing on to third parties**

We only collect, process and use the personal data you provide to satisfy your wishes, enquires or orders or to provide you with access to specific information or offers. Only if you give your explicit consent or if you have not filed any opposition - insofar as statutory provisions provide for this - will we use these data also for product-related surveys and for marketing purposes.

Your personal data will not be passed on, sold or otherwise communicated to third parties unless this is necessary for the purpose of contract implementation or you have given your explicit consent. If, for example, you have placed an order for goods online, it is necessary to pass on your data to our delivery service. We will also only pass on your data if we are required so to do by law or official or court order.

## **Automatically collected, non-personal data**

In order to improve the attractiveness and efficiency of our website, we collect and assess non-personal information. For example, communication-related details are automatically collected using technical means via the IP address of your computer and use-related data amongst other things on the duration of your stay on our website. The internet provider, operating system, average stay or browser type used is also recorded. These data are not passed on to third parties.

We also communicate small files (so-called "cookies") to you to collect non-personal data which store information on your computer. Using cookies we can recognise you when you visit us again and thus optimise user navigation. This means that you won't have to re-enter passwords every time. Using your browser settings you yourself decide whether cookies are to be blocked, deleted after closing the browser or whether you wish to be warned before a cookie is saved.

## **Data update**

We correct and complete saved data as soon as we become aware of any change. As required we will also inform data recipients of this. Saved data are deleted using an automated procedure once the statutory or contractual storage period has expired or if the data are no longer required.

## **Security**

We take all necessary technical and organisational security measures to protect your personal data from unintended or unlawful deletion, change or loss and unauthorised passing on or unauthorised access.

We would like to point out that the communication of data via the internet is largely unsecured so that the data could be acknowledged by unauthorised persons or also falsified.

If you wish to reach us by email we would like to point out that the confidentiality of the information transmitted is not guaranteed. Under some circumstances emails may be read by third parties. Therefore in your own interest confidential information should always be sent by letter in the traditional manner.

## **Your rights**

You may request information on the data stored on you, its origin, its recipients and the purpose of storage. We are similarly obliged to correct any incorrect data and block or delete data if the storage is inadmissible or no longer necessary. In addition you may oppose the use or communication of your personal data for the future. You also have the right to revoke any consent you may have given at any time taking effect in the future for the collection, processing and use of your personal data without specifying reasons.