# **Data protection**

Responsible body in the sense of the data protection laws is: Kristine Alex

# **Gathering General Information**

When you access our website, information of a general nature is automatically collected. This information (server LogFiles) includes, for example, the type of Web browser, the operating system used, the domain name of your Internet service provider, and similar. This is solely information that does not allow you to make any conclusions about yourself. This information is technically necessary in order to correctly deliver requested content from Web pages and is mandatory when using the Internet. Anonymous information of this kind is statistically evaluated by us in order to optimize our Internet presence and the technology behind.

# Cookies

Like many other websites, we also use so-called "cookies". Cookies are small text files that are transferred from a website server to your hard drive. This automatically provides us with certain data such as IP address, browser used, operating system via your computer and your connection to the Internet.

Cookies cannot be used to start programs or transmit viruses to a computer. The information contained in cookies enables us to make navigation easier for you and to display our web pages correctly.

Under no circumstances will the data collected by us be passed on to third parties or linked to personal data without your consent.

Of course, you can also view our website without cookies. Internet browsers are regularly set to accept cookies. You can deactivate the use of cookies at any time via the settings of your browser. Please use the help functions of your Internet browser to find out how you can change these settings. Please note that individual functions of our website may not function if you have deactivated the use of cookies.

#### **Registration on our website**

When registering for the use of our personalized services, some personal data is collected, such as name, address, contact and communication data such as telephone number and e-mail address. If you are registered with us, you can access content and services that we only offer registered users. Registered users also have the possibility to change or delete the data specified at registration at any time. Of course, we also give you information about the personal data we hold about you at any time. We will gladly correct or delete them at your request, as far as there are no legal retention obligations. To contact us in this regard, please use the contact details provided at the end of this privacy policy.

#### **Provision of paid services**

For the provision of chargeable services, we will ask for additional data, such as payment details.

#### **SSL** encryption

In order to protect the security of your data during transmission, we use the current state of the art appropriate encryption methods (e.g. SSL) over HTTPS.

#### Newsletter

When you register to subscribe to our newsletter, the information you provide will be used exclusively for this purpose. Subscribers can also be informed about circumstances that are relevant to the service or registration (for example, changes to the Newsletterangebots or technical circumstances).

For an effective registration we need a valid e-mail address. In order to verify that an application is actually made by the owner of an e-mail address, we use the "double opt-in" procedure. For this we log the order of the newsletter, the sending of a confirmation mail and the receipt of the requested answer. No further data will be collected. The data is used exclusively for the newsletter (about us and clever reach) and is not passed on to third parties.

You can revoke your consent to the storage of your personal data and your use for the newsletter at any time. In each newsletter you will find a corresponding link. You can also unsubscribe at any time directly on this website or send us your request via the contact option indicated at the end of this privacy notice.

# Contact

If you contact us by e-mail or contact form, the information you provide will be stored for the purpose of processing the request as well as for possible connection questions.

# Using Google Maps

This website uses Google Maps API to visually represent geographic information. When using Google Maps, Google will also collect, process and use data about the use of the card functions by visitors. For more information about Google's data processing, please refer to the Google Privacy policy. You can also change your personal data protection settings in the Privacy Center.

You can find detailed instructions on how to manage your own data in connection with Google products here.

#### Embedded YouTube Videos

On some of our websites we embed YouTube videos. The operator of the corresponding plugins is the YouTube, LLC, 901 Cherry Ave., San Bruno, CA 94066, USA. When you visit a page with the YouTube plug-in, you connect to YouTube servers. YouTube will tell you which pages you are visiting. If you are logged in to your YouTube account, YouTube can assign your browsing behavior to you personally. You can prevent this by logging out of your YouTube account beforehand.

When a YouTube video is launched, the provider sets cookies to collect information about user behavior.

If you have disabled the saving of cookies for the Google ad program, you will also not have to expect such cookies when watching YouTube videos. However, YouTube also makes non-personally identifiable usage information available in other cookies. If you want to prevent this, you must block saving cookies in the browser.

For more information on "YouTube" privacy policy, please see the provider's privacy policy at: <a href="https://www.google.de/intl/de/policies/privacy/">https://www.google.de/intl/de/policies/privacy/</a>

# Your rights to information, rectification, blocking, deletion and opposition

You have the right to receive information about your personal data stored with us at any time. You also have the right to rectification, blocking or, apart from the stipulated data storage for business processing, deletion of your personal data. Please contact our Data protection officer. The contact details can be found at the bottom.

In order for a lock of data to be considered at any time, this data has to be stored in a lock file for control purposes. You may also request that the data be deleted if there is no statutory obligation to archive. If such an obligation exists, we will block your data on request.

You may make changes or revoke your consent by notifying us with effect for the future.

#### Questions to the Data protection officer

If you have any questions about data protection, please send us an e-mail or contact our Data protection officer directly:

The data protection declaration was created with the Datenschutzerklärungs-generator of ActiveMind AG.