

INFORMATION LETTER

in accordance with Art. 12 GDPR in conjunction with Art. 13 GDPR

Ladies and Gentlemen,

In order to fulfil our obligation pursuant to Art. 12 of the General Data Protection Regulation (GDPR), we hereby inform you that we collect and use the personal data collected from you pursuant to Art. 4 No. 1 GDPR exclusively for the fulfilment of the respective contract of use. When collecting the data, we will ensure that only the data that is necessary to fulfil the purpose of use is collected (data minimisation). Upon request, this declaration will also be given verbally.

The person responsible for the collection of the data is:

Aldenhoven Testing Center GmbH
Industriepark Emil Mayrisch
52457 Aldenhoven
Germany
Telefon: +49 2464 9798310
Email: info@aldenhoven-testing-center.de

Managing directors are

- Dr. Marco Günther
- Dr. Frank-Josef Heßeler
- Micha Lesemann
- Anette Winkler

The provision of your personal data is necessary for the fulfilment and conclusion of the user contract requested by you. If you do not provide us with the required information, we will not be able to carry out the order you have placed. We will not use your data for profiling or automatic decision-making. We also do not intend to transfer your data to a third country (not an EU member state). Should a transfer to a third country become necessary as part of the performance of the contract, we will inform you of this separately.

Your personal data will be forwarded by us exclusively to third parties who will work for us within the scope of order processing. This can be Vodafone in particular, if you conclude a separate contract for this, or DATEV for invoicing resp. bookkeeping. The personal data provided to us will only be stored by us for as long as this is necessary for the fulfilment of the contract and as long as we are bound by statutory storage obligations, e.g. under commercial or tax law. As a rule, these are 10 years.

You have a right against us

- on information about the personal data concerning you
- for correction or deletion
- on restriction of editing
- on opposition to the processing
- on data transferability.

In principle, you also have the right to appeal to the State Commissioner for Data Protection and Freedom of Information North Rhine-Westphalia (LDI NRW) in Düsseldorf, Germany.

Insofar as you have given us your consent to the collection of data, this may be revoked at any time without affecting the legality of the processing carried out on the basis of your consent until revocation.

We will handle the data provided by you, in particular the personal data, carefully and protect them against loss.

Yours sincerely
the ATC management