

# Privacy Policy

## Data Protection

The operators of this website take the protection of your personal data very seriously. We treat your personal data confidentially and according to the legal data protection regulations and this Privacy Policy.

The use of our website is generally possible without providing personal data. Personal data, such as names, addresses or email addresses, are always provided on a voluntary basis when possible. Those data will not be passed on to third parties without your explicit permission.

However, we would like to point out that data transmissions via internet (e.g. email communication) cannot be entirely secure and may have security vulnerabilities. A complete protection of personal details against unauthorised access by third parties is not possible.

## Cookies

This website partially uses so-called cookies. Cookies do not cause damage to your computer and do not contain viruses. Cookies allow us to make our product more user-friendly, more efficient and more secure. Cookies are small text files, stored by your browser on your computer.

Most cookies that we use are so-called "session cookies". They will be deleted automatically after the end of your visit. Other cookies remain on your terminal device until you delete them. Those cookies enable us to recognise your browser on your next visit.

You can adjust your browser to inform you when cookies are placed, to individually allow cookies, or to generally exclude cookies in certain cases, as well as to activate the automatic deletion of cookies when closing the browser. The deactivation of cookies may impair the functionality of this website.

## Server-log-files

The provider of these websites automatically collects and stores information in so-called server log files which your browser automatically transmits to us, such as:

### **browser type/version**

used operating system

referrer URL

host name of the accessing computer

time of query

Those data cannot be associated with individual persons. We do not merge this data with other sources. We reserve the right to retrospectively check the data if there is any indication of illegal use.

## Contact form

If you send enquiries to us via the contact form, your data entered into the contact form, including the stated contact information, are stored for the purpose of dealing with your enquiry and in case of additional enquiries. Those data will not be passed on without your permission.

## **Google Analytics**

This website uses Google Analytics, a website analysis service by Google Inc., 1600 Amphitheatre Parkway Mountain View, CA 94043, USA.

Google Analytics uses so-called "cookies", text files that are stored on your computer to analyse your use of the website. The information generated by the cookie about your use of this website is usually sent to and stored at a Google server in the U.S.A.

## **Browser Plugin**

You may prevent the installation of cookies by adjusting the settings of your browser; however, if you do so, you may be unable to use all features of this website. Further, you may prevent the collection of data generated by cookies (including your IP address) and related to the use of these websites, as well as the processing of such data by Google, by downloading and installing the plug-in under the following link: <https://tools.google.com/dlpage/gaoptout?hl=en>

## **Objection to Data Collection**

You may prevent the collection of data by Google Analytics by clicking the following link. In doing so, an Opt-Out-Cookie will be placed which prevents future data collection when visiting our website: Disable Google Analytics

You will find more information concerning the treatment of user data by Google Analytics in Google's Privacy Policy: <https://support.google.com/analytics/answer/6004245?hl=de>

## **Google Maps**

This website uses the map service Google Maps via API. This service is provided by Google Inc., 1600 Amphitheatre Parkway Mountain View, CA 94043, USA. To use the functions of Google Maps storage of your IP address is required. This information will usually be transferred to, and stored on, a server in the USA. The provider of this website has no influence on this data transmission.

For further information, please see Google's Privacy Policy: <https://www.google.de/intl/de/policies/privacy/>

## **Registration with this websites**

You can register with this website to be able to use additional functions on this website. The data entered for this purpose will only be used for the respective offer or service for which you have registered.

We also use the email address provided upon registration to inform you about important changes, such as a change in the extent of an offer, or a technical change.

## **SSL Encryption**

For security reasons, and to protect the transmission of confidential data, such as enquiries you send to us as the provider, this website uses an SSL encryption. You can recognise an encrypted connection by the change in the address line of the browser from "http://" to "https://" and by the lock-symbol in your browser address line.

When the SSL encryption is activated, the data you have transmitted to us cannot be accessed by third parties.

**Processing of data (customer data and contract data)**

We collect, process and use personal data only as far as necessary for the establishment of, content-related arrangement of, or change of, the legal relationship (personal data). We only collect, process and use personal data about the use of our websites (usage data) insofar as it is necessary to establish or invoice the use of the service.

Transmission of data on contract conclusion for services and digital contents

We transmit personal data to third parties only if it is necessary to fulfill the contract, e.g. transmitting data to the commissioned credit institution in charge of the payment.

There is no further transmission of data to third parties unless you have given your explicit permission. There is no transmission of data to third parties for commercial purposes.

**Encrypted payment transaction on this website**

Payment transactions via common methods of payment (Visa/Mastercard, direct debit) take place exclusively via an encrypted SSL connection. You can recognize an encrypted connection by the change in the browser line from "http://" to "https://" and the lock-symbol in your browser line.

In using encrypted communication, any bank details, which you submit to us, cannot be read by third parties.