

# Data Privacy Information for Customers, Prospective Customers, and Suppliers

Within the scope of the provisions of the GDPR, we're informing you about the processing of your personal data by

**EppsteinFOILS GmbH & Co. KG**  
Burgstr. 81–83, 65817 Eppstein

## Our data protection officer is:

gds – Gesellschaft für Datenschutz Mittelhessen mbH  
Auf der Appeling 8  
35043 Marburg-Cappel  
Email: [datenschutz@gdsm.de](mailto:datenschutz@gdsm.de)  
Tel.: 06421 804 1310

## Type of data categories and origin of the data

If we maintain a business contact with you, we will process the same information that we process in connection with initiating or fulfilling a contract. This can be general data about you personally or about persons of your company (name, address, contact data, etc.). We obtain your data as part of establishing contact, through master data registration sheets, written correspondence, information given over the telephone or orally, and business cards, for example. If we do not collect data directly from you, we process personal information only from publicly accessible sources.

### The purposes and legal grounds of the data processing and the duration of the data storage:

We process your personal data in compliance with the applicable statutory provisions, provided those data are needed to form, execute, or fulfil a contract, or to carry out precontract measures. If personal data must be disclosed to initiate or execute a contract relationship or carry out precontract measures, processing is lawful under Art. 6(1)(b) GDPR. If you have given us your express consent to process personal data for certain purposes (such as forwarding them to third parties, evaluating them for marketing purposes, or making a sales pitch), those data may be lawfully processed on the basis of your consent under Art. 6(1)(a) GDPR. Once granted, consent may be withdrawn at any time with effect for the future. We will also process your data beyond the actual contract purpose to fulfil our own legal obligations under Art. 6(1)(c) GDPR, if this is necessary and legally permissible. Moreover, processing might occur to protect our legitimate interests or those of third parties under Art. 6(1)(f) GDPR. If this is prescribed by law, we will inform you separately and disclose the legitimate interest in question.

### Duration of data storage

If necessary, we will process and store your personal data for the duration of our business relationship or to fulfil contract purposes. This concerns the initiation and execution of a contract, among other things. We must also retain data due to statutory obligations: we are subject to various retention and documentation obligations resulting from the German Commercial Code (HGB) and the German Fiscal Code (AO). These normally prescribe periods of two to ten years. The retention period is based on the statutory limitation periods, which can amount to three years under §§ 195 ff. of the German Civil Code ('BGB') and in some cases up to thirty years.

### Forwarding data and transmitting it to a third country

We must disclose your personal data in certain cases: to our bank, if you have received a cost reimbursement, or to the post, if we communicate with you by post, for example. If we use service providers that process your data for us on our behalf and instructions, we will enter into an appropriate contract on commissioned data processing. Our administrators and processors have the option of accessing data processed using IT if technically necessary. They will be strictly bound by our instructions and may not process the data for their own purposes.

Your data will be processed exclusively in Germany, either by us or on our behalf. We do not intend to transmit data to any third country.

### Automated decision-making

As a general principle, we use no fully automated decision-making in accordance with Art. 22 GDPR to establish, fulfil, or execute the business relationship, or for precontract measures. If we use those procedures in individual cases in the future, we will inform you thereof separately or obtain your consent, provided this is prescribed by law.

### You have the following rights as the data subject:

- Rights of access to information (Art. 15 GDPR)
- Right to rectification (Art. 16 GDPR),
- Right to erasure or to restriction of processing (Art. 18 GDPR)
- Right to object (Art. 21 GDPR)
- Right of withdrawal (Art. 7(3) GDPR)
- Right to complain to a supervisory authority (Art. 77 GDPR),  
If the data subject believes the processing of the personal data concerning them breaches the GDPR, they may complain to a supervisory authority.  
The contact data of the supervisory authority responsible for the federal province of Hesse is as follows:

Der Hessische Beauftragte für Datenschutz und Informationsfreiheit (  
Hesse's Commissioner for Data Protection and Freedom of Information)  
Postfach 3163  
65021 Wiesbaden