

Data protection declaration and consent to the use of data

Alba Trade Handels G.m.b.H.

Managing Director Alban Caslli

Schwarzenbergstrasse 1-3/4

1010 Vienna, Austria

Tel: 0043 1 607 00 98

Email: office@albatrade.at

VAT: ATU61732389

Company number 261598d

1.) General

The protection of your personal data is important to us. We therefore process your personal data exclusively on the basis of the statutory provisions (General Data Protection Regulation, 2003 Telecommunications Act). The following data protection declaration explains what data is gathered from you and how we process and use this. It also explains who you should contact if you have any concerns.

2.) Data saving:

We wish to point out that we require your data in order to fulfil our contractual and legal obligations in relation to your company and that we therefore process this manually or with the assistance of automated procedures.

Alongside the order data, personal data such as name/company name, occupation, date of birth, company register number, powers of representation, contact person, business address and other addresses of the customer, telephone number, fax number, email address, bank and credit card details and VAT number are processed by us until the expiry of the retention period under tax laws which is currently 7 years in accordance with § 132 of the Austrian Tax Code (BAO).

The data, name, address, purchased goods and date of purchase will also be saved beyond this time until the expiry of the product liability period (10 years). In special cases, such as where damages claims may be brought against us, the data will be retained until the matter at hand has been clarified.

The data processing takes place on the basis of the Austrian legal provisions under Article 6 Paragraph 1 Letter a) - consent and/or letter b) - necessity for fulfilment of the contract under the GDPR.

In this context, data processing means the gathering, recording, organisation, saving, retrieval and use of data, as well as its disclosure by transfer (to third parties for performance of the contract, to creditworthiness checking companies and consultancy firms).

3.) Creditworthiness checks:

Prior to concluding the sales agreement, we carry out a creditworthiness check. For this purpose, we transfer the personal data which is necessary for the creditworthiness check (name, address, purchasing and payment behaviour, telephone number, contact person, email address, company register number, business address) to the following creditworthiness checking companies:

Coface - Compagnie française d'assurance pour le commerce extérieur SA Niederlassung Austria; Marxergasse 4c 1030 Vienna, Austria

You hereby issue your agreement that enquiries may be made of the trade credit database. You also hereby issue your agreement that in case of default, all data will be transferred to the trade credit database and will be made accessible to third parties as a result.

4.) Use of your data:

The processing of the data is necessary for:

- Processing the contract (purchase, sale)
- Documentation purposes
- Communication with you
- Internal administration

Data will not be transferred to third parties, with the exception of the disclosure of the credit card data to the handling bank or payment provider for the purpose of debiting the purchase price and transfer to the transportation company engaged by us, to the shipping company for the purpose of delivering and storing the goods and to our tax advisor in order to fulfil our obligations under tax laws.

We gather, save and process your data in order to fully process your purchase, including any subsequent warranties, for our services or for technical administration, for our own advertising purposes, for example in order to send offers, advertising prospectuses and newsletter (in paper and electronic form), as well as in order to prevent criminal activity and fraud. Your personal data will only be passed on to third parties in order to perform the contract or for billing purposes or if you have issued your prior consent. The data which is disclosed in such a manner may only be used by our service providers in order to fulfil their tasks. Data may also be passed on to service providers in third countries in the course of our fulfilment of the contract, such as delivery, storage or consultancy companies), should the fulfilment of the contract be connected to a third country, for example if the place of delivery or place of

performance is in a third country. Should you not wish for this to take place, please notify us of this.

The data processing takes place with the assistance of automated procedures.

5.) Your rights

We wish to inform you that at all times, you have the following rights in relation to us:

- To request information as to what personal data relating to you is being processed by us (Article 15 GDPR)
- To have your data corrected (Article 16 GDPR)
- To have your data transferred (Article 20 GDPR)

Should your data have been gathered and processed in order to fulfil statutory provisions, you have the right to request the deletion of your data,

- should this obligation no longer apply, ie should your data no longer be legally required (Article 17 GDPR).
- To restrict the processing of your data (Article 18 GDPR)

Should your rights be unexpectedly infringed despite our obligation to process your data lawfully, you can complain to the supervisory authority. In Austria, this is the Data Protection Authority.

Furthermore, we wish to inform you of your right of objection (Article 21 GDPR), which you can exercise at any time regardless of the provisions above. This right means that you can object to the processing of data for the purpose of sending of advertising in particular at any time.

You can claim your rights in relation to us via the following email or postal address:

Alba Trade GmbH
Schwarzenbergstrasse 1-3/4; 1010 Vienna, Austria
office@albatrade.at