

Customer information in accordance to GDPR

Dear Sir or Madam,

the protection of personal data is an important matter for our company. Therefore we process personal data of our employees, customers and business partner in accordance to the final regulatory action.

We would like to inform you how we process your personal data in our company.

Responsible for the processing is:

Karl H. Bartels GmbH, Max-Planck-Straße 6, 25358 Horst, Germany

Our privacy coordinator can be contacted by mail:

datenschutzbeauftragter@bartels-germany.de

All contact data and further information are available in our privacy policy on our website:

<https://www.bartels-germany.com/contact/privacy/>

We save following personal data:

- form of address, first name, surname
- adress
- e-mail address
- phone number
- necessary information for our business relationship

Your personal data are processed for following purposes:

- sales-related processes (e.g. proposal, delivery, invoice)
- to contact you by your contact data
- visits of our sales representative
- invitation for exhibitions or events
- creation of a customer profile and history
- data transfer to other branches and sales partners
- data processing in our accounting department
- visitor registration in our company

The provided data are for internal use and will be transferred only to connected companies, third parties or competent authorities just for the above-mentioned purposes.

In order to ensure that incoming messages can always be processed on time, each employee appoints at least one representative in agreement with his supervisor to get access to the email account of the other employee.

A further processing only takes place with your or a statutory permission.

The legitimacy (legal basis) for the processing of your data is a result of your permission (Art. 6 (1) lit. a GDPR), pre-contractual measures (Art. 6 (1) lit. b GDPR), performance of a contract (Art. 6 (1) lit. b GDPR) or a performance of a legal duty (Art. 6 (1) lit. c GDPR).

A non-provision of personal data could cause that a business relationship does not come to existence.

In part, we use external service providers based in the European Economic Area to process your data. These providers were carefully selected by our company, charged in writing and act upon our instructions. They will be controlled by us regularly. The service providers will not transfer your data to a third party; delete all personal data after the fulfillment of a contract and completion of legal terms, insofar as you have not consented to an additional storage.

Your data will be stored as long as it is necessary for the performance of the service. Following this, the data will be deleted if there are no legal duties to a longer storage. You have the right to know what kind of personal data are stored by us at any time. In case of false information we update your personal data. By request we delete them all if there are no legal duties. In this case we restrict the processing of your data so they cannot use anymore.

Furthermore you have a right of objection against the processing of your data and a right to get your data in an electronic form.

If you consented to a delivery of a newsletter or other advertising efforts you also have the right to cancel this consent.

Please contact in all cases information, updating, deletion, restriction or objection our privacy coordinator.

You also have the right to seek the responsible regulatory authority (ULD Schleswig-Holstein).