

## DATA PROTECTION DECLARATION TOWARDS CUSTOMERS

The protection of your personal data is important to us. We process your data exclusively in accordance with the statutory provisions (GDPR, TKG 2003). Below we inform you about the most important aspects of data processing in the context of our business relationship.

### Collection and processing of data

We process the data that you provide to us as a customer to carry out pre-contractual measures and when concluding the contract.

Data processing is carried out for the following purposes:

As part of our business relationship, the data you provide is processed automatically (e.g. e-mail correspondence, drawing programs) and in the form of archived text documents (e.g. correspondence, contracts, plans, notices, manual files, personalized invoices) in order to carry out pre-contractual measures and fulfill the contract as well as for marketing purposes.

Legal basis for data processing:

Data processing is carried out on the basis of Art. 6 para. 1 lit. b of the GDPR (contract initiation and fulfillment). We need your data in order to process your order to your complete satisfaction.

In addition, data processing is carried out on the basis of Art. 6 para. 1 lit. f of the GDPR (legitimate interest in marketing and advertising) or Art. 6 para. 1 lit. a (consent) We would like to provide you as an interested party with up-to-date and targeted information about our services and projects.

### Use and disclosure of data

We only use your data to process the contract, to answer your inquiries, for accounting and billing purposes and for technical administration.

We only pass on your personal data if this is necessary for the purpose of processing the contract or for billing purposes or if you have given your consent.

### Your rights

In principle, you have the right to information, correction, deletion, restriction of processing, data portability, revocation and objection. If you believe that the processing of your data violates data protection law or your data protection rights have been violated in any other way, you can lodge a complaint with the supervisory authority. In Austria, this is the data protection authority.

### Our contact details:

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You can reach our contact person on the subject of data protection at **office@lorenz-consult.at**

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