

Privacy Policy of EVB Everbase GmbH

EVB Everbase GmbH, Am Kaiserkai 10, 20457 Hamburg (“we”), takes very seriously concerns about data protection and recognises the importance of the personal data entrusted to it. Your personal data are, therefore, collected, processed and used in strict compliance with applicable data protection provisions, especially the provisions of the *Bundesdatenschutzgesetz (BDSG)* [German Federal Data Protection Act] and the *Telemediengesetz (TMG)* [German Teleservices Act].

The purpose of this privacy policy is to inform you about the collection and use of personal data in connection with the use of our website and the requirement of a voucher code as part of our marketing campaign. We want to ensure that you are aware at all times of the extent and the purpose for which personal data is collected and used by us. Furthermore, we wish to inform you about the security measures we adopt to protect your personal data from manipulation, loss, destruction and misuse. Please note the following information in this respect.

Collection, processing and use of personal data

Personal data are so-called details of the personal or material circumstances of an identified or identifiable natural person such as your name, your address or your email address.

We collect, process and use personal data only if a legal provision permits us to do so or if you have previously consented to this. We will collect, process and use only data required for the operation of our website resp. provision of our services or data which you voluntarily provide to us. In order to send you a voucher code as part of our marketing campaign, we may collect, process and use the following data: your name, your company, your position in the company, your email address, your telephone number, your IP address, the data and time that you visit the website, your browser, operating system, your branch, the size of your company.

No disclosure to third parties

We will not disclose your personal data to third parties unless this is required for the purposes mentioned above (e.g. to use the payment service providers selected by you) or court or administrative orders oblige us to disclose your data.

Cookies

We use so-called cookies on our website to store technical data so that our website functions properly on your computer and to enable us to make our website attractive to visitors. Cookies are small text files which are stored on your computer and contain information. There are two types of cookies: permanent and temporary cookies (session cookies). Permanent cookies are stored as files on your computer until that file is removed. Session cookies are temporarily stored on your computer and are automatically deleted when you close your web browser.

If you do not wish to use cookies, you can disable them in your browser. This may, however, restrict your use of all the features of our website.

Google Analytics

Our website features Google Analytics, a web-analysis service provided by Google Inc. ("Google"). Google Analytics uses so-called "cookies", text files that are stored on your computer and allow us to analyse your use of our website. The cookie-generated data regarding your use of this website will as a rule be forwarded to a Google server in the USA and stored there. As we use the Google Analytics function "anonymizeIp()", your IP address will, however, be previously truncated by Google within Member States of the European Union or other states which are parties to the Agreement on the European Economic Area. Only in exceptional cases will the full IP address be forwarded to a Google server in the USA and truncated there. Google will use this information on our behalf to evaluate your use of the website, to compile reports on website activity and to provide other website and internet related services to us. The IP address transmitted by your browser as part of Google Analytics is not merged with other data held by Google.

For further information about Google and Google Analytics, please refer to

<http://www.google.de>, and Google's Privacy Policy at <http://www.google.com/intl/en/privacy//> or <http://www.google.com/intl/de/privacypolicy.html#information>.

You may block the storage of cookies by selecting the appropriate settings on your browser. If you do not agree to your use of our website being analysed, you can deactivate Google Analytics and object to the processing and collection of your corresponding data by downloading and installing the browser plugin available at the following link:

<http://tools.google.com/dlpage/gaoptout?hl=de>

As soon as the plugin is installed, this will prevent the tracking of cookie-generated data regarding your use of the website (including your IP address) and processing of such data by Google.

You can prevent tracking by Google Analytics by clicking on the following link. An opt out cookie will be set which prevents the tracking of your data in the future when you visit this website:

Deactivate Google Analytics

Facebook plugins

We use so-called social plugins operated by the facebook.com network e.g. the "like" button. These plugins are provided and operated by Facebook Inc., 1601 S. California Ave, Palo Alto, CA 94304, USA, and are clearly identified through use of the Facebook logo. When you visit one of our web pages which contains such a plugin, your browser will establish a link to the servers operated by Facebook. The content of the plugin will be transferred by Facebook direct-

ly to your browser and accordingly displayed in our environment without our having any influence on the content of the plugin.

Facebook may be able to track your visit to our corresponding web pages and assign your visit to a Facebook account if you are registered with Facebook or you have recently visited a Facebook page resp. a page with Facebook content. If you actively use plugins (e.g. press the like button), corresponding information will also be transferred from your browser directly to Facebook without our influencing this. For more detailed information on the nature, purpose and scope and further processing and use of your data by Facebook, please refer to the Facebook Privacy Policy, where you will also learn more about your relevant rights and setting options to protect your privacy.

If you do not wish Facebook to assign your visit to our web pages to your Facebook user account, please log out of your Facebook user account.

Facebook social plugins with add-ons can also be blocked for your browser e.g. with "Facebook Blocker".

Consent and revocation

You can revoke declarations of consent provided to us at any time with future effect. To do so, it is sufficient to send an email to the following address: info@everbase.net

Security

Personal data exchanged between yourself and ourselves via our internet pages are in principle transmitted via encrypted connections which are state of the art. In addition, we take technical and organisational security measures in order to protect your personal data administered by us against accidental or intentional manipulation, loss, destruction or access by unauthorised persons. Our data processing and our security measures are subject to continuous improvement in accordance with technological development.

Our employees are bound by data secrecy according to Section 5 *BDSG*.

Data storage

Your data will be stored only as long as this is required for the purposes stated in this privacy policy or we are legally or lawfully obliged to do so. In such case, your data will be deleted after this obligation of storage expires.

Access, rectification, deletion

You have the right at any time to have access free of charge to your data stored with us. If your data are incorrect or are stored in error by us, we will be pleased to rectify, block or delete them. Please notify us of any changes in your data. Please address your requests for infor-

mation, questions, complaints or suggestions to: EVB Everbase GmbH, Am Kaiserkai 10, 20457 Hamburg, Tel: +49 40 609 4508-0, email: service@everbase.net.

Changes

We reserve the right to adapt the content of this privacy policy from time to time. We will also publish the changed version of the privacy policy here. For this reason, we recommend that you read the changed privacy policy again at regular intervals.