

Data Protection Declaration

We take the protection of your personal data seriously when they are collected, processed and used on the occasion of your visit to our homepage. All of the information on your person such as your last name, first name, address, phone number, email address and fax are designated as personal data. We want to let you know when we collect what data and how we use them. This is the reason why we have taken technical and organisational steps that ensure that the statutory regulations of the Datenschutzgesetz (German Data Protection Act), Telemediengesetz (German Telemedia Law) and other data protection laws are complied with both by us and any potential external service suppliers. Your data are protected in the framework of the statutory regulations. We will only collect personal data at this homepage to the extent required or technical reasons. You can find information below on what data are recorded when you visit our homepage and how they are used.

Website access

Every time our homepage is accessed and every time a file that is stored on our homepage is called up, this is recorded. There are reasons for storing this information that have to do with internal systems. Therefore, the following is recorded: the name of the file called up, the time and date when the file is called up, the quantity of data transmitted, any message on successfully calling up the file and any web browsers. What is not stored is the IP address of the computer that the query was sent from. That means that it is not possible to form personal user profiles.

Contact form

When you get in contact through our website, we use the contact form to collect various personal data from you. The mandatory spaces with the minimum data needed to enable us to properly handle your message are: first name, last name, email address and the actual message. All other information such as form of address, address data and phone are voluntary and go beyond the required data. These data that you give generate an unencrypted email directly to us – i.e., without buffering – that you transmit by sending your data to us. Please bear the fact in mind that this email is unencrypted. Also remember not to give any confidential data or information by this channel. When you transmit your personal data to us, you declare that you are in agreement with your data being collected, processed and used in accordance with this data protection declaration.

Using and passing on personal data

Whenever you have made personal data available to us, we will only use them to answer your queries and for technical administration. Your personal data will only be passed onto third parties or transmitted in any other fashion if this is necessary for the purpose of handling the contract – in particular handing over order data to suppliers - or for the purpose of billing, if we are legally required to do so or if you have given your consent in advance. You have the right to revoke any consent you have given at any time going into effect for the future. Any data stored as well as personal data are deleted if you revoke your consent to storing them, if your knowledge is no longer necessary to comply with the purpose pursued when storing the data (i.e. the process has already been handled and there are not any statutory periods for deletion contrary to this), or if storing them is impermissible on any other legal grounds. If it is not possible to delete said data, they shall be blocked to further processing until the expiration of the statutory periods for deletion.

Cookies

Websites use what are known as cookies at several places. They are used for making our range of products more user-friendly, more effective and safer. Cookies are small text files that are filed on your computer and stored by your browser. Most cookies we use are what are known as *session cookies* and they are automatically deleted at the end of your visit. Cookies do not cause any damage to your computer and do not receive any links to other websites.

Our range of products contains links to external websites of third parties whose content we do not have any control over. This is the reason why we cannot accept any guarantee for this external content. It is the party offering or operating these websites who is always responsible for the content of the linked websites. We checked these linked websites for potential legal violations at the point in time of linking. We were not able to detect any unlawful content at the point in time of linking. However, it is not reasonable for us to constantly maintain control of these linked websites without any specific indications of a legal violation. We will remove these links immediately if legal violations become known. Please take note of the data protection declarations of the third parties whose websites there is link to.

Right to informational self-determination

You have the right to find out which of your data is stored with us (right of information) and have incorrect data corrected or deleted/blocked. We would be glad to notify you about the data stored on your person at your written query. You will receive a registered letter from us with the appropriate documents. Please bear the fact in mind that we naturally have to verify you as the recipient to protect your personal data.

Security notice

We take all technical and organisational steps to store your personal data so that they are not accessible to third parties. If you communicate with us with an unencrypted email, we cannot guarantee complete data security. Therefore, we recommend that you send confidential information by post.