Privacy policy

**<Name>**

Updated 2022/04/11

The protection of your personal data is very important to us. We therefore process your data solely based on the applicable Legal provisions: EU General Data Protection Regulation, Austrian TKG 2003). In this data protection information, we inform you about the most important aspects of data processing in the context of our activities.

The use of our website is usually possible without providing personal data. If you enter personal data, e.g. for the purpose of contacting us or subscribing to a newsletter, we will pass on the necessary information to companies that process data on our behalf (e.g. send the newsletter). We only commission companies that are subject to the GDPR.

**Enrypted data transfer**

This web site uses SSL encryption in order to ensure safety and privacy. This prevents third parties to intercept or read data you entered on our web site during transmission to or from our site. You can confirm the active encryption by checking the lock symbol in the address bar of your browser.

**Contact us**

If you contact us using the contact form, by E-mail, phone or any other means, we store the data provided for one year in order to answer your questions and prepare for follow-up discussions. In case we enter a contract, the statutory retention periods apply.
We will not share this data without your consent.
The data processing is based on § 6 article 1b (contract) and/or $6 article 1a (consent) of the GDPR.

**Newsletter**

You may subscribe to our newsletter via our website. For this we need your e-mail address and your consent to receive the newsletter.

As soon as you have registered for the newsletter, we will send you a confirmation e-mail with a link to confirm your registration. The data processing is therefore based on § 96 para 3 TKG and Art 6 para 1 lit a (consent) of the DSGVO.

You can cancel the newsletter at any time. Please send your cancellation to <email adresse> or use the corresponding link at the end of the newsletter. We will then immediately delete your data in connection with the newsletter dispatch.

The newsletter is sent by "Sendinblue", a service of Sendinblue GmbH, Köpenicker Straße 126, 10179 Berlin, Germany. Sendinblue processes your contact information (such as e-mail address and telephone number), personal information (such as first and last name, date of birth, gender), the date of your registration and the IP address used. Sendinblue uses this information to send and evaluate the newsletter on our behalf.

We have signed a data processing agreement with Sendinblue. You can find Sendinblue's privacy policy here: https://de.sendinblue.com/legal/privacypolicy/

**Server logs**

The server providing this website stores information, which is automatically transmitted to us by your browser, in so-called log files. The saved information is:

* Browser type and browser version
* Operating system used
* The page (URL) from which you came to us
* The IP address of your computer
* Time of request

This data solely used to ensure security and for technical monitoring of the web server (load, optimization, error detection, security) and is required to offer this service. The data is not connected to other data sources, and therefore cannot be associated with individual persons. The log files are deleted after three months

Data processing is based on § 6 article 1f (legitimate interests) of the GDPR. The legitimate interest in the sense of the GDPR is the proper and safe function of the website.

**Google Fonts**

Our website uses fonts provided by Google Inc., 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA.
Google Fonts are loaded without login and no cookies are sent to Google. In case you are logged into any Google service when you visit our website, you Google account data is not transmitted to Google. Google only tracks usage of their fonts and stores this data securely.
Find details on <https://developers.google.com/fonts/faq>

The data processing is based on § 6 article 1f (legitimate interest) of the GDPR.

Our legitimate interest in the sense of the GDPR is to improve our offer and our website.

Please also note the Google Privacy Statement on <https://www.google.com/intl/de/policies/privacy/>, where you can find more information about the data being processed.

**Cookies**

Our website uses so-called cookies. These are small text files that are stored on your device with the help of the browser. They do no harm.

We use cookies to make our offer user-friendly. Some cookies will remain stored on your device until you delete them. They allow us to recognize your browser the next time you visit.

Some of the cookies are required for our website to function properly. These so called “essential” cookies are used for user authentication or store your decision regarding non-essential cookies. If you do not want to allow that, you can set up your browser to inform you about the setting of cookies and you only allow this on a case-by-case basis. But disabling essential cookies will have a negative impact on the functionality of our website.

Data processing for essential cookies is based on § 6 article 1f (legitimate interests) of the GDPR. The legitimate interest in the sense of the GDPR is the proper and secure function of the website.

Furthermore, we might use other cookies if you provide your consent. Those cookies are not required for the website to function properly. If we use such cookies they will be described in detail in the following sections.

**Matomo web analytics**

In order to get a better overview of how visitors use our website, we use the software solution Matomo, an open source software, as a locally installed application.

No cookies are set and your IP address is anonymized so that we cannot recognize you on subsequent visits.

We do transfer any data to third parties, the analysis takes place exclusively on our web server.

When you visit our website, the following information is processed:

- the first two bytes of the visitor's IP address (therefore anonymized)

- the pages visited during a session

- the website from which you came to us (all parameters are removed)

- how long you stay on our website

Data processing for essential cookies is based on § 6 article 1f (legitimate interests) of the GDPR. The legitimate interest in the sense of the GDPR is the improvement of the website by adapting it to the interests of the website visitors.

**Comments**

If you comment a post on this website, your comment, name, email address and IP address will be stored.

Before your comment is published, we check it for legal violations such as insults or racist or inciting statements. The stored data is necessary to be able to take action against such authors if necessary. The data is deleted as soon as the corresponding post is removed from the website.

The data processing is based on Art 6 (1) (a) (consent) of the DSGVO.

**Other data**

For accounting purposes, we store the following data of our customers: Name, address, telephone number, e-mail address, VAT ID.

This data is not passed on to third parties, with the exception of the transmission to the processing banking institutions/payment service providers for the purpose of direct debiting, as well as to our tax advisor for the purpose of bookkeeping and to fulfil our obligations under tax law.

The data is stored exclusively within the EU.

The data provided by you is necessary to fulfill a contract or for implementation of pre-contractual measures. Without this data we cannot conclude and fulfil the contract with you.

All data from a contractual relationship will be stored until the expiry of the retention period under tax law (7 years).

Data processing is carried out on the basis of Art 6 (1) (c) (legal requirements) of the DSGVO and Art 6 (1) (b) (contracts fulfillment) of the DSGVO.

**Your rights**

You have the right to request information about stored data and to have data corrected, or deleted. You may restrict the usage of data and may have it transferred to other parties. You have the right to revoke any given consent. Please send any request to the email address <your-mail-address@xyz.com>

If you believe that the processing of your data violates data protection law or that your data protection claims have otherwise been violated, you may file a complaint with the supervisory authority. In Austria, that would be the “Datenschutzbehörde” (<https://www.dsb.gv.at>)

**You can contact us under the following contact details**:

<kontaktdaten>