

Privacy Policy

As of 25.05.2018

1. Collection, processing and use of personal data
2. Objection to the use of personal data
3. Use of cookies
4. Security when using personal data

In order to protect your personal data, our data protection practice complies with the General Data Protection Regulation (GDPR), the Federal Data Protection Act (BDSG) and the Telemedia Act (TMG).

1. Collection, processing and use of personal data

Personal data is any information that is suitable for determining a natural person (your identity). This can be, for example, order data, such as address data.

The processing of your personal data refers to any process in connection with your data. Such processes include, but are not limited to, the collection, organisation, storage, modification, retrieval, use, disclosure or any other form of provision, matching or linking as well as deletion of data.

Which information do we collect from you?

By accessing and using our website and forms, we automatically receive access and address data such as IP address, origin, browser version, end device type, name or e-mail address.

What do we use your personal data for?

Pursuant to Article 6 of the General Data Protection Regulation we are permitted to process your personal data in order to fulfil your purchase contract or to carry out pre-contractual measures.

Therefore, we use the personal data provided by you only to the extent that is required for the purpose of fulfilling the contract. For the sole purpose of initiating a contract, we require your data, for example in conjunction with requests for a quotation, acceptance of orders or setting up a dealer online customer account, in order to contact you or to be able to verify you.

- a) Purpose of use: Setup of a dealer online customer account

To enable you to access your personal data, such as address and order data, for more frequent purchases, we provide you with a dealer online customer account for which you can register yourself.

To protect your dealer online customer account, please set up your access authorisation by way of an e-mail address and password. You are required to keep your personal access data confidential and not to make them accessible to unauthorised third parties.

What do we need your consent for?

We will only use your personal data for other purposes (in particular for advertising purposes) if you have given us your express consent to use it exclusively for this purpose. You can revoke your consent at any time free of charge (see 2.).

b) Purpose of use: Subscribing to the newsletter

Article 4 (8) of the General Data Protection Regulation stipulates that we must obtain your consent to the use of your personal data for advertising purposes explicitly, i.e. without any doubt. After all, you should always be aware of what you have consented to. That is why we use the so-called double opt-in procedure. "Double opt-in" means that your consent will only become effective after you have expressly confirmed this request to us twice. For this purpose, you will be shown a form on our website for newsletter registration by entering your e-mail address. By clicking on the button "Register" you will receive a confirmation link by e-mail. Only by clicking on this confirmation link will you have given us your consent to subscribe to the newsletter.

To unsubscribe from the newsletter, simply click on the unsubscribe link at the bottom of each newsletter or send us a short informal message by phone or e-mail.

Do we share your personal information?

Your personal data will only be passed on to third parties if this serves the purpose of fulfilling the contract. Within the framework of order processing, for example, the carrier commissioned by us receives the necessary address data for parcel deliveries. However, this passed on data may only be used for delivery purposes. Any use beyond the purpose of the contract is contractually excluded for third parties without your express consent.

When will your personal data be deleted?

In principle, your personal data will be deleted immediately after fulfilment of the purpose of the contract, unless otherwise required by law or upon submission of your request for deletion (see 2.).

2. Objection to the use of personal data

Pursuant to Article 19 of the General Data Protection Regulation, you have the right to object to the processing of your personal data free of charge at any time. In the event of your objection, we will not use or otherwise process your personal data.

What exactly are your rights?

If we have collected your personal data, you can exercise your right to

- **information,**
- **correction,**
- **deletion,** as well as your
- **objection** to the processing of the personal data concerning you.

If you wish to exercise any of the rights mentioned here, please use our contact form or send us an informal letter by e-mail or post:

INSTADIUM GmbH & Co KG
Data Protection
Dinklager Str. 15
49451 Holdorf
office@owney.de

3. Use of cookies

Cookies are small text files that we transfer to your end device when you visit our website. Cookies can only contain information that we ourselves send to your Internet browser - private data cannot be read with them.

Do cookies contain personal data?

If you accept the cookie application on our website, we only gain access to pseudonymous data, such as movement data, for example page views. The assignment of pseudonymous data to your personal data is excluded in all cases.

Which cookies do we use?

Most of the cookies we use are “session-related” session cookies. This means that these cookies are automatically deleted from your hard disk after closing your Internet browser. In addition, we also use so-called "permanent" cookies that remain on your end device. They enable you to be recognised and your preferred entries and settings to be displayed automatically on your next visit. Above all, these cookies also serve above all to permanently optimise the use for you, i.e. to make it more user-friendly, more personal or more secure.

How can I prevent cookies from being stored?

Accepting cookies is not a prerequisite for visiting our website. If you do not wish our website to use cookies, you can deactivate the use of cookies in your Internet browser setting. However, we expressly point out that important functions, such as the shopping basket function, could be affected as soon as you suppress cookies.

4. Security when using personal data

Your personal data is protected by the SSL (Secure Socket Layer) coding system during any transmission. By converting the data into a code, your personal data is encrypted by our security server software. In this way, this data cannot be read by unauthorised persons during transmission on the Internet.