

Information letter

for customers and interested parties in accordance with Art. 13 ff. GDPR

The information below will give you an overview of how we collect and process your personal data and your associated rights.

1. Who is responsible for data processing?

The person responsible is:

eila consulting GmbH & Co. KG
Logistikpark 7 a
95448 Bayreuth

Telefon: 0921 / 9592 - 3000

E-Mail: info@eila.de

1. How do I contact the data protection officer?

You can reach our data protection officer at:

PL Services GmbH
Dr. Carlo Piltz
Südwestkorso 3
12161 Berlin

Telefon: +49 30 814 53 50 00

Telefax: +49 30 814 53 50 09

E-Mail: carlo.piltz@piltz.legal

If you have any questions about data protection, please contact datenschutz@eila.de or directly the data protection officer using the contact details provided above.

1. Which of your personal data do we use and from what sources does it come? We process personal data that we receive from you. In certain constellations we may also have received personal data from third parties. Examples of this are:

- Credit bureaus
- Courts, bailiffs
- Business partners, suppliers
- Legal representatives
- Beneficial owners
- Debtors
- Employees of service providers or trading partners

We also process personal data that we have lawfully obtained from publicly available sources.

These include, for example, the following personal data categories:

- Identification data
- Contact details
- Address
- Contract data
- Payment data, financial data

1. For what purposes do we process your data and on what legal basis? We process personal data in accordance with the provisions of the GDPR.

a) Based on your consent (Art. 6 para. 1 sentence 1 lit. a) GDPR)

If you have given us your consent to process personal data for specific purposes, the lawfulness of this processing is based on your consent.

You can revoke your declaration of consent at any time. A declared revocation does not affect the lawfulness of the processing carried out up to the declaration of revocation.

b) To fulfill contractual obligations (Art. 6 Para. 1 Sentence 1 Letter b) GDPR)

The processing takes place in the context of the implementation of contracts or at your request to carry out pre-contractual measures. The purposes of data processing depend on the respective contract documents and the subject matter of the contract, in this case the customer or supplier contract with you as well as any other existing contracts.

b) To fulfill legal obligations (Art. 6 Para. 1 S. 1 lit. c) GDPR) or in the public interest (Art. 6 Para. 1 S. 1 lit. e) GDPR)

If necessary, we process the data to fulfill legal obligations to which we are subject as the controller.

a) Due to a legitimate interest (Art. 6 Para. 1 Sentence 1 Letter f) GDPR)

If necessary, we process your data to protect our legitimate interests or those of third parties.

Examples of this are:

- Consultation and data exchange with credit agencies
- Improving business relationships
- Asserting legal claims
- Defense in legal disputes

1. Who receives my data?

In order to fulfill our contractual and legal obligations, various public or internal bodies as well as external service providers receive access to your personal data. These are, for example:

Public bodies:

- Financial and judicial authorities
- IHK / HWK

External service providers:

- Auditors, tax advisors, lawyers
- Insurance brokers and insurance companies
- Banks, savings banks
- Printing shopBeratung und Consulting
- IT service providers
- Service providers within the framework of order processing contracts
- Manufacturers, suppliers

1. Will my data be transferred to countries outside the European Union (so-called third countries)?

In principle, data will not be transferred to a country outside the European Union (so-called third country). If data is to be transferred to a third country, this will only take place if the requirements of Article 45 ff. GDPR are met. If data is to be transferred to a third country, this will only take place if the requirements of Article 45 ff. GDPR are met.

1. How long will my data be stored?

We store your personal data for as long as necessary to fulfill our legal and contractual obligations.

If the data is no longer necessary to fulfill contractual or legal obligations, it will be deleted unless the following purposes in particular require further processing:

- Erfüllung handels- und steuerrechtlicher Aufbewahrungspflichten: Zu nennen sind das Handelsgesetzbuch (HGB) und die Abgabenordnung (AO). Die Fristen betragen zwischen zwei und zehn Jahren.
- Erhaltung von Beweismitteln im Rahmen der gesetzlichen Verjährungsvorschriften. Nach den §§ 195 ff. des Bürgerlichen Gesetzbuches (BGB) können diese Verjährungsfristen bis zu 30 Jahre betragen, wobei die regelmäßige Verjährungsfrist drei Jahre beträgt.

1. What rights do I have in connection with the processing of my data?

Every data subject has the right to information according to Art. 15 GDPR, the right to correction according to Art. 16 GDPR, the right to deletion according to Art. 17 GDPR, the right to restriction of processing according to Art. 18 GDPR, the right to data portability according to Art. 20 GDPR. The restrictions in accordance with Sections 34 and 35 BDSG apply to the right to information and the right to deletion.

In addition, there is a right to lodge a complaint with the responsible data protection supervisory authority (Article 77 GDPR).

The responsible supervisory authority in Bavaria is:

Bayerisches Landesamt für Datenschutzaufsicht (BayLDA)

Promenade 18

91522 Ansbach

Right of withdrawal:

You can revoke a declaration of consent you have given at any time. A declared revocation does not affect the lawfulness of the processing carried out up to the declaration of revocation.

Right to object:

In accordance with Article 21 Para. 1 GDPR, you have the right, for reasons arising from your particular situation, to object at any time to the processing of personal data concerning you, which is carried out on the basis of Article 6 Para profiling supported by this regulation.

If you object, we will no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing that outweigh your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.

1. Do I have an obligation to provide my personal data?

As part of our main business purpose, you must provide the personal data that is necessary for the establishment and implementation of the business relationship and the fulfillment of the associated

contractual obligations or which we are legally obliged to collect. If you do not provide us with this data, it will not be possible for us to carry out and process the contractual relationship.

1. Does automated decision-making or profiling take place?

There is no automated decision-making or profiling.

As of: February 2025