

# **Privacy Policy of Poly-clip System GmbH & Co. KG**

## **Introduction**

Internet technology and electronic data processing might make people feel that they lose track of where and for what purpose their data are saved. We will, therefore, explain to visitors of our websites how Poly-clip System GmbH & Co. KG ensures the confidentiality of your personal data and respects your personal rights.

## **Validity of this Privacy Policy to Poly-clip System GmbH & Co. KG**

This Privacy Policy explains how this website collects, uses and processes data. It may contain links to other internet pages. Poly-clip System GmbH & Co. KG does not accept any responsibility for such third party websites.

## **Use of your personal data from input masks**

Any personal data that we receive from you through any input masks made available by us (including, but not limited to, name, address and your e-mail address) will only be processed and used for the purposes for which you provide us with such data. The mandatory fields defined in contact forms will additionally be used to check and verify your inquiry.

Moreover, we will use your data (company name, name, address, product interests) to occasionally provide you with information on our products by mail. You will receive any advertising by telephone, fax or e-mail only if you have given us your explicit consent to do so.

To provide you with any e-mail advertising, we will use the double-opt-in procedure, which means that once you have declared your consent stating your e-mail address, you will automatically receive from us a so-called check e-mail with a confirmation link to this address. Only after receiving the confirmation e-mail, we will assume that you have given your consent.

Any disclosure to third parties without your consent will take place only to the extent that we are legally required to do so or if the reply to your inquiry requires any disclosure of your data to our sales partner locally competent for you and/or is in your interests.

To the extent that we make use of any service providers to carry out and handle any treatment processes, this shall be considered commissioned data processing in accordance with Section 11 German Federal Data Protection Act (Bundesdatenschutzgesetz) to ensure that such service providers shall be subject to our right to issue instructions and a regular control with regard to any processing of your data.

## **Right of revocation regarding advertising**

You may object to the use of your data for advertising purposes at any time without any formal requirement. You may likewise revoke your consent to the receipt of any advertising by e-mail or telephone at any time:

Poly-clip System GmbH & Co. KG

Marketing/Communication

Niedeckerstraße 1

65795 Hattersheim am Main

Tel.: +49 6190 8886-343

Fax.: +49 6190 8886-15343

E-Mail: [online.information@polyclip.com](mailto:online.information@polyclip.com)

As an alternative, you may use your unsubscribe link provided at the end of the e-mail you have received.

### **Your rights**

As a general rule, you shall have a right to information on any personal data stored about you. Please contact our data privacy officer to obtain such information. (Contact details can be found at the bottom of this page.)

### **Data collected by browser / Internet technology**

Each time our webpage is visited, access data will be stored in a log file. The data record stored in that process contains the following data, where several fields will only be transmitted depending on your browser settings and your system environment:

- your IP address which is shortened in the last segment. That excludes any type of traceability;
- the remote host (name of computer requesting the site), unless transferred by the network. Always empty in the practice for public access;
- if your user name is transmitted by a network, we will not save it;
- date, time, status, data quantity transferred;
- the internet site from which you were referred to the requested site (referrer), if such is transferred by the browser;
- product and version information of the browsers used (user agent), if such is transferred by the browser.

Poly-clip System uses the log data (logs) for statistical purposes. Such data will be anonymised; no allocations or notes regarding your person will be made.

### **Cookies**

To the extent that any cookies are used, we will only use so-called temporary session cookies with a lifetime of 0 which will automatically disappear once the browser is closed. This will merely include an abstract, synthetic ID enabling the server to recognise the visitor during a session.

### **Right to inspect Poly-clip System GmbH & Co. KG's public procedures directory**

In accordance with Section 4g subsection. 2, you have a right to inspect Poly-clip System GmbH & Co. KG's public procedures directors which we would be happy to send you at request.

**Update of this Privacy Policy**

Please note that we update our terms and conditions of use from time to time on the basis of our services or requirements and with regard to the amendment of laws, insofar as Poly-clip System GmbH & Co. KG introduces new products or services. Please visit this site from time to time to learn about such changes. We will, however, not provide express information on the change of these terms and conditions of use. Therefore, please obtain information on the current terms and conditions of use before each use of this site. The current version was updated in July 2015.

**More questions?**

Please contact Poly-clip System GmbH & Co. KG's data privacy officer if you have more questions.

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