

## **Data protection**

The protection of your personal data is very important to us. We therefore process your data exclusively on the basis of the statutory provisions (GDPR, TKG 2003). In this data protection, we inform you about the most important aspects of data processing in the frames of our website.

### **Contact us**

If you contact us by email or phone, the data you provide will be stored by us for the purpose of processing the request and in the event of follow-up questions. These dates we do not pass on without your consent.

### **Cookies**

Our website uses so-called cookies. These are small text files which can be stored on your device using browsers. They do no harm. We use cookies to make our website user-friendly. Some cookies stay on your device until you delete them. They allow us to recognize you next time you visit us. If you do not want this, you can set up your browser so that it informs you about the setting of cookies and you only allow this in individual cases. If you deactivate cookies, that can limit the functionality of our website.

### **Web-Analysys**

Our website uses web analysis service, Google Analytics, from the American company Google Inc. For the Europe, Google Ireland Limited (Gordon House, Barrow Street Dublin 4, Ireland) is responsible for all Google services. Google Analytics collects data about your actions on our website. For example, if you have clicked on the link, this action will be saved in a cookie and sent to Google Analytics. With the help of the reports we receive from Google Analytics, we can use our website and better adapt service to your needs. You can prevent this by setting your browser not to store cookies. We have one with the provider corresponding contract for order data processing concluded.

### **Newsletter**

You have the option of subscribing to our newsletter via our website. For this, we need your e-mail address and your declaration that you agree to receive the newsletter.

### **Your rights**

In principle, you have the right to be informed about your data stored by us, corrections, deletion, restriction, data portability, revocation and objection. If you believe that processing of your data violates data protection law in any way, you can contact [office@guep.com](mailto:office@guep.com) or the data protection authority.