

Data Protection Statement for Clients for RSM Austria Immobilien GmbH

This statement describes how RSM Austria Immobilien GmbH, Tegetthoffstraße 7, 1010 Wien („we“) processes your personal data. The statement addresses our existing and former clients, interested parties and potential future clients as well as their respective shareholders, board members and other members of staff.

1. Purposes of data processing

We will process your personal data for the following purposes:

- To establish, manage and execute the business relationship
- To strengthen the existing relationship with the client or to build a new relationship with a client or to approach interested parties, including information on recent legal developments and the services we offer (marketing)
- If we have already been engaged: for the purposes of our offices' internal organization and in case of loss management

And insofar as accordingly engaged by the client:

- All activities of the real estate trustees, restricted to the activities of the property managers and real estate agents, in particular for processing the closed contractual relationship (management contract) within the framework of the management of the property for third parties including automatically created and archived data for these purposes, text documents, as well as for payment prescriptions and account statements for services in connection with the managed object.

Insofar as we collect your personal data directly from you, you generally provide your data on a voluntary basis. However, we are unable to perform, or unable to fully perform, our engagement if you do not provide us with your personal data.

2. Legal basis of processing

If you are an interested party or a potential future client, we will only process your contact details for direct marketing purposes by sending you electronic mail or contacting you via telephone if you have given your consent pursuant to Article 6 (1) lit. a General Data Protection Regulation (GDPR).

If you are our client, we process your personal data because it is necessary for the performance of the contract concluded with you (Article 6 (1) lit. b GDPR).

Apart from that, we process your personal data based on our overriding legitimate interests to achieve the purposes stated under Item 1 (Article 6 (1) lit. f GDPR) and on the legal basis of WTBG 2017 (Article 9 (2) lit. g GDPR).

3. Transfer of your personal data

Insofar as essential for the purposes stated under Item 1, we will transfer your personal data to the following recipients:

- IT service providers used by us as well as other service providers in connection with marketing activities
- Administrative authorities, courts of law and public bodies
- Insurance companies upon conclusion of an insurance contract regarding the service or upon occurrence of the insured event (e.g. third party liability insurance)
- Clients insofar the data concerned pertains to the shareholders, board members and other members of staff of the respective client
- Cooperation partners and legal representatives acting for us
- Other recipients determined by the client (e.g. group companies of the client)
- Additionally in the field of financial and administrative accounting for the client:
 - Collection agencies to recover debts
 - Banks on behalf of the client
 - Factoring companies, assignees and leasing companies.

- Additionally in the case of property management:
 - Third parties involved in the transaction, such as the responsible specialist departments of the property management or companies of the group of companies, private and public entities that disclose information in connection with the contract object (e. g. chimney sweeps), financing companies, insurance companies; tax and other authorities, tax consultants and legal representatives (in the enforcement of rights or defense of claims or in the context of official procedures).
 - Commissioned professionals/service providers (e.g. to get in contact with damage repair);
 - Owner/house management in connection with the termination/transfer of administrative agendas
 - Other co-owners of the property (accounting, decision-making)
 - Estate agent, interested parties, buyers, investors.

Some of the recipients stated above may be located outside of Austria or may process their personal data outside of Austria. The level of data protection in other countries may not be the same as in Austria. We thus take measures to ensure that all recipients offer an appropriate level of data protection. For example, we conclude standard contractual clauses (2010/87/EC and/or 2004/915/EC) to this end. They are available upon request (see Item 6).

4. Duration of storage

We generally store your personal data until the business relationship – in the course of which we have collected your data – is terminated or until the applicable legal limitation and retention periods have expired; beyond that until any legal disputes for which the data are required as evidence have been brought to an end. Insofar as you are a client, former client, interested party or potential future client, or a contact at one of these parties, we store your personal data for marketing purposes until you object or – if the marketing measure is taken based on your consent – until you have withdrawn your consent.

5. Your rights in connection with personal data

Among others, you are entitled (i) to verify if and which of your personal data we process, and receive a copy of these data, (ii) to request that your personal data are rectified, amended or erased insofar as they are processed inaccurately or not in conformity with the law, (iii) to request us to restrict the processing of your personal data, (iv) under certain circumstances to object to the processing of your personal data or to withdraw the consent to the processing previously given, whereby a withdrawal does not affect the lawfulness of the processing performed before the withdrawal, (v) to request data portability insofar as you are our client, (vi) to know the identity of third parties to whom your personal data are transferred, and (vii) to lodge a complaint with the data protection authority.

6. Our contact details

Should you have any questions with regard to this statement, or should you wish you to make a request, please do not hesitate to contact us under:

RSM Austria Immobilien GmbH
 Tegetthoffstraße 7, 1010 Wien
 datenschutz@rsm.at