

Privacy Statement

for clients and business partners

This statement applies to all companies of **FIS Finance & Investment Services Group** ("we") that process personal information.

The privacy statement is addressed to our business partners and to our existing and former clients, to our prospective and potential future clients, as well as their respective shareholders, governing bodies and other employees.

1. Purposes of data processing

You have voluntarily provided us with data about you and we process that data based on your consent solely for the following purposes:

- Customer care
- Accounting and joint business
- for our own advertising purposes, for example to send offers as well as our corporate mailings (if you have registered for it) and for the purpose of referring to the existing or former business relationship with the client or business partner (reference).

You can revoke this consent at any time. A **revocation** means that as of this date we will no longer process your data for the above purposes. If you want to revoke your consent, please contact: Dipl.phil Yulia Karpova, FIS Finance & Investment Services GesmbH, Reichsratsstraße 11/3, Phone: +43 1 402 69 90- 11, E-Mail: office@fis-vienna.com

The data provided by you is also required in order to **perform a contract** or to carry out pre-contractual measures. Without this data we cannot conclude any contracts with you.

2. Legal basis of data processing

If you are a prospective customer, a potential future client or a business partner, we will use your contact details for the purpose of direct advertising via e-mail or telephone only with your consent, in accordance with Art. 6 para. 1 lit. a of the General Data Protection Regulation ("GDPR"). If you are our client or business partner, we process your personal data because it is necessary in order to fulfil the contract concluded with you (Article 6 (1) (b) GDPR). In addition, we process your personal data on the basis of our predominant legitimate interest in order to achieve the purposes mentioned under point 1 (Article 6 (1) f GDPR) and on the basis of Article 9 (2) g GDPR.

3. Transmission of your personal data

If absolutely necessary for the purposes stated under point 1, we will forward your personal data to the following recipients:

- Administrative authorities, courts, public bodies if it's mandatory and /or on behalf of the client/business partner
- Legal representative if it's mandatory and / or on behalf of the client/business partner
- Notary on behalf of the client/business partner
- Chartered accountants (tax consultants, auditors) and accountants if it's mandatory and /or on behalf of the client/business partner
- Involved contractors and business partners on behalf of the client/business partner
- Insurance companies on behalf of the client
- Federal Institute "Statistics Austria" for the compilation of statutory (official) statistics
- Translation agencies and visa service companies on behalf of the client/business partner
- Suppliers, shipping services, courier services on behalf of the client/business partner
- Our external IT service provider (in the course of repair and maintenance work and in order to protect your data on our server)
- Banks to handle payment transactions on behalf of the client/business partner
- Collection agencies if it's mandatory and / or on behalf of the client/business partner
- Banks, debtors, investors or factoring companies if it's mandatory and / or on behalf of the client/business partner
- Other recipients designated by the client/business partner (for example, affiliates of the client)

We use the services of contract processors for data processing.

Your data will at least partly be processed **outside the EU or the EEA**. This is done only in the context of business transactions commissioned by you. The adequate level of protection results from:

- a derogation for specific situations pursuant to Art. 49 (1) GDPR.
- an exception for the individual case pursuant to Art. 49 (1) subpara. 2 GDPR.

We don't use automated decision making / profiling procedures.

4. Storage Period

In principle, we store your personal data until the termination of the business relationship in the course of which we have collected your data or until expiry of the applicable statutory limitation and retention periods; in addition, until the termination of any legal disputes in which the data is required as proof. If you are a client, former client, prospective or potential future client or contact person at one of the aforementioned, we store your personal data for the purpose of marketing until your objection or revocation of your consent, as far as the marketing measure is based on your consent.

5. Legal Remedies

In principle, you have the rights to information, correction, deletion, restriction, data portability and objection. If you like to exercise these rights please don't hesitate to contact us. If you believe that the processing of your data violates data protection law or if your data protection claims have otherwise been violated in any way, you can complain to a supervisory authority. In Austria the [Data Protection Authority](#) is responsible.

6. You can contact us and our Privacy Coordinator at the following contact details:

Dipl.phil Yulia Karpova,, FIS Finance & Investment Services GesmbH, Reichsratsstraße 11/3, 1010 Vienna, Phone: +43 1 402 69 90- 12, E-Mail: office@fis-vienna.com

Data Controllers:

FIS Finance & Investment Services GesmbH

PRI Private Insurance GmbH

FIS Funds Management GmbH

FIS Trade Solutions GmbH

Reichsratsstraße 11/3

1010 Wien

E-Mail: office@fis-vienna.com

Tel.: +43 1 402 69 90

Fibre Alliance Vienna GmbH

Reichsratsstraße 11/3

1010 Wien

Tel.: +43 1 402 69 90 7909

vienna.office@fibre-alliance.com

FIS Finance & Investment Legal Services

Schillerstrasse 12

4020 Linz, Österreich

Tel. +43 732 65 69 69

FIS Accounting Services GmbH

Mariahilfer Straße 103/2/DG

1060 Wien, Österreich

Tel. +43 1 324 82 97