

## Registrable Particulars

Pursuant to § 4g of the German Federal Law on Data Protection (BDSG), the data protection officer shall make the following information available to anyone in an appropriate manner, as stated in § 4e:

### 1. Name of the Responsible Entity

REALTECH AG  
Trade Register: District Court Heidelberg  
Trade Register Number: HRB No. 1488-WI  
VAT Identification Number: DE 190 955 243

### 2. Executive Board

Nicola Glowinski  
Dr. Rudolf Caspary  
Thomas Mayerbacher

### 3. Address of the Responsible Entity

Industriestraße 39c  
69190 Walldorf  
Germany

### 4. Purpose of Data Collection, Processing or Use

The purpose of this company is to develop software solutions and provide technology consulting services.

Data collection, processing and use are conducted solely for the purpose of carrying out the above-mentioned objectives.

### 5. Description of the affected groups of individuals and the associated data or data categories

Personal data pertaining to the following groups of individuals (if they are natural persons) is collected, processed and used insofar as this is necessary to fulfill the objectives mentioned in section 4:

#### **Customer data:**

Address data, bank data, contacts, contract data, control data

#### **Prospective customer data:**

Address data, product preferences

#### **Employee data:**

Address data, bank data, job applicant data, contract data, human resource administration and management data

#### **Shareholder data:**

Address data

#### **Data on the members of the supervisory board:**

Address data, bank data

#### **Tenant data:**

Address data, bank data, contract data

#### **Data on business partners, agencies, brokers, and real estate agents:**

Address data, bank data, settlement data, and performance data

#### **Supplier data:**

Address data, bank data, functional data

#### **Lawyer data:**

Address data, bank data, functional data

#### **Commercial agent data:**

Contract data, bank data, functional data

## **6. Recipients or categories of recipients to whom the data may be disclosed**

- Public authorities if overriding statutory provisions are applicable, e.g. social security agencies and revenue agencies.
- Internal departments that are involved in carrying out the respective business processes, e.g. accounting, purchasing, marketing, sales, and IT.
- External contractors pursuant to §11 of the German Federal Law on Data Protection (BDSG) (processing or use of personal data by an agent).
- External entities for the fulfillment of the objectives mentioned in section 4.

## **7. Data Retention Periods**

The legislature has enacted various data retention provisions and periods.

Once the retention period has expired, the respective data will be permanently deleted if it is no longer relevant to the execution of the contract. Data that is not affected by these provisions will be deleted if the objectives mentioned in section 4 no longer apply.

## **8. Planned data transmission to third countries**

There are no plans for a data transmission to third countries.

**Klaus Brenner**  
**Data Protection Officer**  
**REALTECH**