

# **Data protection declaration according to EU-DSGVO**

## **Duty to provide information when collecting data**

### **with the data subject under Art. 13 DSGVO**

The following points should be noted where reference is made to the processing list in the case of completion instructions: It is always necessary to check whether the information contained in the processing list for the "generic term" of the relevant processing activity is relevant to the specific processing for which the information sheet is to be used.

#### **1. Name of the processing activity**

Privacy policy in connection with your contact request in the Friendly Cityhotel Oktopus GmbH.

#### **2. Name and contact details of the responsible person**

Responsible for the data collection is the Friendly Cityhotel Oktopus GmbH.

Friendly Cityhotel Oktopus GmbH

Zeithstraße 110

D-53721 Siegburg

Tel. +49 (0) 2241 84640-0

Email: [info@friendly-cityhotel-siegburg.de](mailto:info@friendly-cityhotel-siegburg.de)

#### **3. Contact details of the data protection officer**

Friendly Cityhotel Oktopus GmbH

Data Protection Officer

Zeithstraße 110

D-53721 Siegburg

Tel. +49 (0) 2241 84640-402

E-Mail: [n.ruediger@friendly-cityhotel-siegburg.de](mailto:n.ruediger@friendly-cityhotel-siegburg.de)

#### **4. Purposes and legal bases of the processing**

For your request of the event the following data are collected: first name, last name and e-mail.

The legal basis refers to Art. 6 para. 1 lit. b. of the GDPR.

#### **5. Recipients or categories of recipients of personal data**

Your personal data which we collect on your application, will not be forwarded to any third parties.

#### **6. Duration of storage of personal data**

Your data will be deleted immediately after processing your request.

#### **7. Affected rights**

According to the General Data Protection Regulation you have the following rights:

If your personal data are processed, you have the right to obtain information about the data stored about you (Art. 15 GDPR).

If incorrect personal data are processed, you are entitled to a correction (Art. 16 DSGVO).

If the legal prerequisites exist, you can request the deletion or limitation of the processing and appeal against the processing (Articles 17, 18 and 21 DSGVO).

If you have consented to the data processing or a data-processing contract is existing and the data processing is carried out using automated procedures you may be entitled to data transferability (article 20 GDPR).

If you make use of your aforementioned rights, the public authority will check whether the legal requirements for this have been met.

Furthermore, there is a right of appeal to the Land Commissioner NRW for data protection.

#### **8. Withdrawal with consent**

At any time and without giving reasons, you have the opportunity to object to the processing of your data and to request their deletion.

We will then perform the deletion immediately. If a deletion is not possible due to legal requirements of tax and commercial law, your data will only be processed for the duties arising for us from the law. Processing for commercial purposes does not take place after a contradiction.