

Privacy Policy

January 2021

Navigation

- 1. Introduction
- 2. What Information We Collect About you
- 3. How We Use Information We Collect
- 4. Cookies and Similar Technologies
- 5. How to Access & Control Your Personal Data

Introduction

We at KOSTNER are committed to protecting and respecting your privacy, and we'll only use your personal information to administer your account and to provide the products and services you requested from us. From time to time, we would like to contact you about our products and services, as well as other content that may be of interest to you. KOSTNER stores and processes personal information submitted to provide you the content requested.

This Privacy Policy applies to the information and data collected by KOSTNER. It will describe how we collect, receive, use, store, and process your personal information. It also describes your choices regarding use, as well as your rights of access and correction of your personal information.

If you have any questions about this Privacy Policy or our treatment of the information you provide us, please write us an email at comm@kostner.com

What Information We Collect About you

Our use of Subscription and your visits to our Websites

We use our subscriptions to build webpages and create content that people can visit and receive to learn more about KOSTNER. Information that we collect and manage using the subscription for our own marketing belongs to us and is used, disclosed and protected according to this Privacy Policy.

We will collect personal information from you when you submit forms or interact with our website e.g. subscribing to our blog, signing up for a webinar, downloading our checklists etc. We also collect Personal Information when you buy a KOSTNER product/service.



Personal Information: Navigational and Payment Information

Personal Information is any information that identifies you personally including name, email address, company name, address, phone number, and other information about yourself or your business. It is also any information about you that is available on the internet such as from LinkedIn, Twitter and Google or information that we acquire from service providers. It includes information that can directly or indirectly identify an individual.

Personal Information includes Navigational Information. This refers to information about your IP address, geographical location, browser type, domain names, files viewed on our site (e.g. HTML pages, graphics etc.), referral source, length of visit and pages viewed. It is used by KOSTNER to provide general statistic regarding use of the websites.

Information from third parties

From time to time, we may receive Personal Information about you from third party sources including partners with which we offer co-branded services or engage in joint marketing activities, and sources such as social media websites.

Information About Children

The Websites are not intended for or targeted at children under the age of 18, and we do not knowingly or intentionally collect personal information about children under the age of 18.

How We Use Information We Collect

Compliance with Our Privacy Policy and use of Personal Information

We use the information we collect only in compliance with this Privacy Policy. In addition to the uses identified elsewhere in this Privacy policy, we may use your Personal Information to:

- improve your browsing experience by personalizing the websites;
- develop and improve our products and services;
- send information or content to you which we think may be of interest to you by email or other means and send you marketing communications relating to our business;
- promote use of our services to you and share promotional and information content with you in accordance with your communication preferences;



- contact you about administrative matters;
- investigate and help prevent security issues and abuse;
- or meet legal requirements.

Legal basis for processing Personal Information

Our legal basis for collecting and using the personal information described above will depend on the personal information concerned and the specific context in which we collect it. We will normally collect personal information from you only where we have your consent to do so, where we need the personal information to perform a contract with you, or where the processing is in our legitimate interests and not overridden by your data protection interest or fundamental rights and freedoms. If we ask you to provide personal information to comply with legal requirement or to perform a contact with you, we will make this clear at the relevant time and advise you whether the provision of your personal information is mandatory or not.

Use of Navigational Information

We use Navigational Information to operate and improve the websites and to provide you with a better experience when you interact with KOSTNER. We may also use Navigational Information in combination with Personal Information to provide you with personalized information about KOSTNER.

Social Media Features (on the websites)

Our websites include Social Media features. Social Media Features and Widgets are either hosted by a third party or hosted directly on our Websites. This Privacy Policy does not apply to these features. Your interactions with these features are governed by the privacy policy and other policies of the companies providing them.

<u>External Websites</u>

Our Websites provide links to other websites of third parties. We do not control, and are not responsible for, the content or practices of these other websites. This Privacy Policy does not apply to these other websites, which are subject to their own policies.

Retention of Personal Information

How long we keep the collected information depends on the type of information. After such time, we will either delete or anonymize your information until deletion is possible. We retain Personal Information that you provide to us where we have an ongoing legitimate business to do so. If you have elected to receive marketing communications from us, we retain information about your marketing preferences for a reasonable period of time from the date you last expressed interest in our content,



products, or services, such as when you last opened an email from us. We retain information derived from cookies and other tracking technologies for a reasonable period of time from the date such information was created.

Cookies and Similar Technologies

KOSTNER use cookies or similar technologies to analyze trends, administer the website, track users' movements around the website, and to gather demographic information about our user base as a whole.

How to Access & Control Your Personal Data

You have the following data protection rights:

You can request access, correction, updates or deletion of your personal information

You can object to processing of your personal information, ask us to restrict processing of your personal information or request portability of your personal information.

If we have collected and processed your personal information with your consent, then you can withdraw your consent at any time. Withdrawing your consent will not affect the lawfulness of any processing we conducted prior to your withdrawal.

You have the right to complain to a data protection authority about our collection and use of your personal information

To exercise any of these rights, please contact us here. We will respond to your request to change, correct, or delete your information within a reasonable timeframe and notify you of the action we have taken.

We are prohibited from sending unsolicited commercial email in violation of applicable laws, and requires the inclusion in every email sent using the subscription of an "opt-out or unsubscribe" mechanism and other required information.

You may unsubscribe from our marketing communications by clicking on the "unsubscribe" link located on the bottom of our emails, updating your communication preferences or by contacting us.