

Data Privacy Statement

Colido

We, Colido GmbH, Bajuwarenring 21, 82041 Oberhaching, Germany, are the operator of the website www.colido.de and of the services offered thereon, and are therefore responsible for the collection, processing and utilisation of your personal data in terms of the Bundesdatenschutzgesetz (BDSG – German Data Protection Act) and the Telemediengesetz (TMG – German Telemedia Act).

This data privacy statement informs you which personal data of you are collected and stored by us. Furthermore you get information on how we use your data and on your rights regarding the use of your data.

I. Scope and purpose of the collection, processing and utilisation of personal data

1. when you visit our website

When our website is visited, our servers temporarily store each access in a protocol file. The following data is recorded without you needing to do anything and stored by us until it is automatically deleted after no more than twelve months:

- the IP address of the requesting computer,
- date and time of access,
- the name and URL of the retrieved data,
- the website from which our site was accessed,
- your computer's operating system and the browser used by you,
- the country from which you accessed our website and
- the name of your Internet access provider.

This data is collected and processed to enable the use of our website (connection), particularly to guarantee permanent system security and stability and to enable us to optimize our Internet offering as well as for internal statistical purposes. The IP address will be evaluated only in the event of attacks on the web infrastructure and for internal statistical purposes, without any possibility to identify you.

2. when you register a customer account (basic version)

For the purpose of registration and creating a customer's account for your company by you as an authorised staff responsible the truthful provision of the following data is compulsory:

- your e-mail-address, simultaneously serving as the user name;
- password.

This data is collected for the purpose of

- knowledge, who is our contractual partner;
- establishing, elaborating with regard to the contractual content, executing and modifying the contractual relationship with you or your company to use our website and the thereon offered services;
- checking for plausibility of the entered data;
- communicating with you in case of any questions.

3. when using our website chargeable

For the purpose of an unlimited use of our website beyond the free basic version the truthful provision of further data is compulsory:

- name, first name, company name if applicable
- address (street, house number, zip, city, country);
- mobile phone number;
- payment data (e.g. credit card)
- VAT Identification Number of the company if existent.

We need these data for further concretion of the purposes indicated under paragraph 2 and particularly for the handling of payments.

Entering further data is voluntary.

II. Passing on data to third parties

We only pass on your data if you have expressly agreed to do so, if we are required by law to do so or if it is necessary for the assertion of our rights, in particular for the assertion of claims arising from the contractual relationship.

III. Right to information, deletion and correction

You may at any time request information about your personal data that we have stored or access and correct it by logging in to our website with your log-in data. Any formal request for information must be made in writing with proof of your identity.

You may also at any time delete or correct your data or user profile in your customer account. You may do this by sending the relevant request in writing with proof of your identity.

We would draw your attention to the fact that if your data is deleted it will no longer be possible to use some or all of our services.

Please note that by law certain kinds of data must be kept for a certain period of time. Such data must be stored by us until these periods run out. We block this data in our system and use it only in order to fulfil statutory requirements.

IV. Data security

We use technical and organisational security measures appropriate to us in order to protect your data stored by us against manipulation, complete or partial loss and unauthorised access by third parties. Our security measures are constantly updated in line with technical developments.

When you register for a customer account, access to your customer account is only possible using your personal password. You should keep your password confidential at all times and close the browser window when you have finished communicating with us, especially if the computer is also used by other people.

V. Cookies

Cookies, among other things, help to make your visit to our website simpler, more pleasant and more logically structured. Cookies are information data which your web browser automatically stores on your computer's hard disc when you visit our website.

Cookies do not do any damage to your computer's hard disc and they do not transmit any of your personal data to us.

We use cookies, for instance, to be able to identify you as a registered user without you needing to log in every time. Use does not mean that we receive new personal data about you as an online visitor. Most Internet browsers accept cookies automatically. You may, however, configure your browser so that no cookies are stored on your computer or so that you receive a warning whenever you receive a new cookie.

Deactivating cookies may mean that you cannot use all of the functions of our portal.

VI. Web Analysis Services

We use the web analysis service Piwik (<http://piwik.org/>) to continuously streamline and optimize our sites for users and to process the data of visitor accesses statistically. For this purpose, pseudonymized user profiles are created and small text files are used that are stored on your computer ('cookies'). The information produced by the cookie about your use of this website comprise

- browser type and version;
- operating system used;

- referrer URL (the site previously visited);
- host name of the accessing computer (IP address);
- time of server request.

Your IP address will be anonymized by Piwik immediately after processing and prior to storage.

Additionally we use the web analytics service Intercom (<https://www.intercom.io/>) to help understand your usage of our services. In particular, we provide a limited amount of your information (such as your email address and sign-up date) to Intercom and utilize Intercom to collect data for analytics purposes when you visit our website or use our product. Intercom analyzes your use of our website and tracks our relationship so that we can improve our service to you. For more information on the privacy practices of Intercom, please visit <http://docs.intercom.io/privacy>. Intercom's services are governed by Intercom's terms of use which can be found at <http://docs.intercom.io/terms>.

Users may configure their browsers to prevent cookies from being installed. However, we would point out that in this case it may not be possible to use all of the functions of this website to the full extent.

You have the right to object to the creation of a user profile at any time. If you want to object to the anonymized use of your data, then please contact us via support@colido.de

VII. Contact person

If you have any questions about data privacy on our website, wish to request information or wish to request the deletion of your data, please contact our responsible person for data privacy law matters:

Jens Rödel: support@colido.de

VIII. Validity and modification of the data privacy statement

This data privacy statement is currently valid and dated from 23 March 2015.

Due to further development of our website or on grounds of statutory or official requirement it may be necessary to modify this data privacy statement. The appropriate valid data privacy statement may at any time be accessed under <http://www.colido.de/downloads/privacy-colido.pdf>