

## PRIVACY POLICE

### 1. Introduction

1.1 By using our Website [www.geovent.dk](http://www.geovent.dk) and connected services you give your consent to Geovent A/S to handle your personal information in compliance with the Privacy Policy and Cookie Policy (hereinafter called the "Policy").

1.2 This Policy applies to all Geovent A/S users and customers. At any time, Geovent A/S may change this Policy; however, Geovent A/S shall inform the users of any such changes.

### 2. Data responsibility

2.1 Geovent A/S are data controllers, and we ensure that your personal data are handled in compliance with the legislation.

2.2 We take the protection of your data seriously. We collect and handle personal data as a natural part of the activities on [www.geovent.dk](http://www.geovent.dk) as well as for sending out our Newsletters by e-mail, and therefore we have adopted this Policy. It describes how we handle the personal data, which we collect and use, when you make use of our services.

2.3 We guarantee the fair and transparent handling of data. When we ask you to make your personal data available to us, we inform you of which of your personal data we treat and for what purpose. You make available your personal data, when you subscribe to our Newsletter.

2.4 Contact information. If you would like to contact us, our details are the following:

Geovent A/S  
Hovedgaden 86  
DK-8831 Løgstrup  
Business Registration No: 54222610  
Telephone: +45 8664 2211  
E-mail: [salg@geovent.dk](mailto:salg@geovent.dk)

### 3. Handling of personal information

#### 3.1 Use of our Website without subscribing to our services

You may use our Website without us collecting information about you as described in the paragraphs below. However, please note that the Website collects cookies, and if you deactivate this function, it may result in a reduction of the functionality of our Website. Refer to section 6 below for further information about cookies.

#### 3.2 When you register for making use of our services on the Website or when you contact us

We use personal data about you in order to supply you with our services, to improve our service to you and to secure the quality of our services as well as when we are in contact with you.

In particular, we use the following personal data:

- General personal data in the form of contact information
- Information given in connection with inquiries, letters, mails, etc.

Geovent A/S do not collect personal information from any third party about our users or customers.

#### 3.3 Collection and retention of your personal data

We collect and retain your personal data in connection with particular purposes or other legal business purposes. This happens, when we need to:

- Manage your relation to us
- Comply with your request for particular services
- Improve our services
- Adjust our communication and marketing to you.

For further information about the individual services, please see below. We always aim to comply with the general principles, described after the individual service.

#### 3.4 Newsletter

You can sign up for our Newsletter via our Website. You are always free to unsubscribe to this service by contacting us.

We use the service Mailchimp to send out our Newsletters. If you subscribe to our Newsletter, we will forward your name and e-mail address to Mailchimp.

We have concluded a Data Processing Agreement with Mailchimp in order to secure our data.

We use a technology from Mailchimp, which enables us to see if you have clicked on one of our links in our Newsletter. We only use the information for statistical purposes.



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### 4. Handling of personal information

#### 4.1 Disclosure of personal information to business partners

We only use data processors, who give the required guarantees to have introduced appropriate technical and organizational measures in such a manner that the handling will comply with the relevant requirements in the current General Data Protection Regulation, including the protection of the rights of the person registered.

Presently, we have concluded Data Processing Agreements with Mailchimp and Google. Via Google, we collect and handle data about the visitors to our Website in order to optimize the visit as well as the contents on the Website.

#### 4.2 Handling of relevant personal data

We only handle personal data about you, if they are relevant and adequate in relation to the purposes as defined above. The purpose is crucial to the type of personal data about you that we find relevant. The same applies to the extent of the personal data we use. We do not use more personal data than we need for the actual purpose, for example.

#### 4.3 Handling of necessary personal data

We only collect, handle and retain the personal data that are necessary for us in relation to fulfilling our stipulated purposes. Additionally, legislation may also define, what type of personal data that is necessary to collect and retain for our business purposes, e.g. in relation to the Bookkeeping Act. The type and extent of the personal data we handle may also be necessary for the completion of a contract or for other legal obligations.

#### 4.4 Control and retention of your personal data

We control that the personal data that we handle about you are not incorrect or misleading. We also make sure to update your personal data. Since our services are dependent on your personal data being correct and up-to-date, we kindly ask you to inform us of any relevant changes in your personal data. You may use our contact details above, cf. item 2.4 for informing us of your changes.

#### 4.5 Deletion of personal data

We delete your personal data, when they are no longer necessary for the purposes, which were originally the reason for our collection, handling and retention of your personal data.

We retain personal information, which we are legally obliged to retain, e.g. because of the Bookkeeping Act.

By unsubscribing to our Newsletter, you will automatically be removed from our database.

#### 4.6 Subscribing to our Newsletter

By subscribing to our Newsletter, you consent to our handling of your personal data.

Your consent is voluntary, and at any time, you may withdraw it by contacting us. Use our contact details above, c.f. item 2.4, if you require any further information. Withdrawal of your consent does not affect the legality of the handling, based on your consent before the withdrawal.

#### 4.7 Disclosure of personal data

We do not disclose your personal data to any third parties without your prior consent.

### 5. Security

#### 5.1 We protect your personal data

We safeguard your personal data in order to avoid that unintentionally they are lost or changed. We safeguard them against unauthorized publication as well as to avoid that unauthorized persons get access to or knowledge of them.

We use data processors in the EU, who retain and handle personal information on behalf of Geovent A/S in relation to this Data Policy as well as in compliance with the current legislation.

If you subscribe to our Newsletter, your name and e-mail address will be transferred to Mailchimp servers in the USA. Mailchimp is Privacy Shield certified, cf. <https://www.privacyshield.gov/participant?id=a2zt0000000T06hAAG>, and for that reason we believe that Mailchimp ensure an adequate level of protection. We have concluded a Data Processing Agreement with Mailchimp, in which they guarantee the security on the part of Mailchimp.

### 6. Cookies

We use "cookies" on our Website. Cookies are text files, which are stored on your computer, mobile phone or other device with the objective of recognizing it, remembering settings, for statistical purposes as well as for targeting advertisements. Cookies cannot contain malicious code like virus, etc.

