

## When your data is processed in connection with customer relations with e-l-m Kragelund A/S

e-l-m Kragelund A/S has registered personal data about you if you are a customer or if you are connected with a business that is a customer of e-l-m Kragelund A/S. We are then obliged to give you certain details about how we process your data.

e-l-m Kragelund A/S is the data controller responsible for processing your data. e-l-m Kragelund A/S can be contacted by e-mail, [mail@e-l-m.dk](mailto:mail@e-l-m.dk) or telephone +45 7589 3500. We do not process sensitive information about you, only ordinary details.

There are various reasons for processing information about you:

- administration of our dealings with you as a customer and our contractual obligations to you as long as you are a customer, including storing information about you and/or someone associated with a business that is one of our customers
- complying with relevant legislation in the area, such as the Danish Bookkeeping Act
- keeping information about your for a period after the customer relationship has ended, for documentation purposes

The legal basis for processing the data is the contract between you and e-l-m Kragelund A/S under which you buy services from e-l-m Kragelund A/S, which naturally involves processing data about you.

If you are not a customer, but are associated with a company that is a customer, the legal basis for processing the data is e-l-m Kragelund A/S's legitimate interest in keeping a register of customers, giving details of the company's contact person, in order to maintain customer relations.

As a point of departure, the information will be deleted not later than 5 years after the end of the year in which customer relations ended. In special cases, if there is a risk of a legal conflict with a customer or person associated with a business that is a customer, all information may be kept for purposes of documentation, until the claim is time barred or finally rejected by a court. The legal basis for storing data lies in the legitimate interests of e-l-m Kragelund A/S in storing data for purposes of documentation, see Article 6 (1) point f of the General Data Protection Regulation, and the mandatory obligation to keep accounting data for 5 years after the current year, see Article 6 (1) point c of the General Data Protection Regulation.

Details of an actual purchase may be kept for up to 10 years after the purchase was made, in order to comply with a mandatory obligation for documentation purposes, see Article 6 (1) point c of the General Data Protection Regulation.

As the point of departure, the information is not shared with third parties. Depending on the circumstances, however, the data may be passed on to the company's auditor or lawyer.

### **Your rights**

Under the General Data Protection Regulation, as a subject of registration, you have the following rights in relations with

e-l-m Kragelund A/S.

Please contact us if you wish to exercise your rights.

#### **Right to see information (right of access)**

You are entitled to access the information about you that we process, and certain other information.

#### **Right to correction (rectification)**

You are entitled to have incorrect information about yourself corrected.

#### **Right to erasure**

Under certain circumstances you are entitled to have information about you deleted before the time limit by which our general deletion would take place.

#### **Right to limit data processing**

Under certain circumstances, you are entitled to limit the processing of your personal data. If you are entitled to have the processing of your data limited, then in future we may only process the data – apart from storing it – with your consent, or in order that mandatory requirements can be established, exercised or defended, or to protect a person or the important interests of society.

#### **Right to object**

Under certain circumstances you are entitled to object to our processing or to legal processing of your personal data. You can also object to your data being processed for direct marketing.

**Right to transmit data (data portability)**

Under certain circumstances you are entitled to receive your personal data in a structured, widely used and digitally readable format, and to have this personal data transferred from one data controller to another without hindrance.

If you believe the processing of your data violates legislation to protect personal data, you can make a complaint to us. If you do not agree with our assessment, you can complain to the Danish Data Protection Agency. You can contact the Danish Data Protection Agency at [dt@datatilsynet.dk](mailto:dt@datatilsynet.dk) or by telephone +45 3319 3200. See also the Danish Data Protection Agency website at [datatilsynet.dk](http://datatilsynet.dk), where you can find more information about your rights as a registration subject.