

# Privacy Notice

Data protection is a matter of trust and your trust is important to us. We respect your private and personal spheres. We therefore follow the legal regulations when processing your personal data. We would like to provide you with information here on our data collection and data use and are hereby obtaining your consent for certain data applications.

You can print out or save this document by using the customary functions of your Internet services program (= browser: usually "File" -> "Save as" there).

## I. General Data Collection and Use

### 1. Data Collection and Use

a) Purchase order: We collect and process your data, which is stored, for our services or the execution of your purchase order and the possible later processing of the warranty. The service-providers used by us (carriers, logistics companies) will hereby receive the required data within the framework of the execution of the purchase order. We need your correct address data when there are product and service orders. A telephone number is solely used for follow-up questions. We need your e-mail address so that we can confirm the receipt of the order for you and communicate with you. Furthermore, you will receive all of the data relevant to the contract once again for archiving and a printout. We need your current e-mail address so that we can provide you with information on the relevant matter and on offers in accordance with your requirements, as well as for a possible order confirmation via e-mail and for your log-in.

b) Customer log-in: Your concrete order data is in fact stored by us, but it cannot be directly called up by us for security reasons. We will set up direct access that is protected by a password for every customer who registers in an appropriate way, however. You can review data on your orders that have been completed, that are open and that were recently sent out here and manage your address data, bank information and the newsletter. The customer commits himself to maintain confidentiality with regard to the personal access data and not to make it available to unauthorized third parties. We will not assume liability for passwords that were improperly used if we are not responsible for the improper use.

c) Advertising purposes: We use your data for advertising purposes, and thus to provide information on products that we offer. We only use e-mail advertisement within the legally permissible scope in the process or if you have specifically authorized us to do so.

d) Other types of data collection and use:

Visit to the Web site and the newsletter: Certain types of data will be collected and stored when you visit our Web sites, even if this takes place via a link in a newsletter, for instance.

The domain name or the IP address of the computer making the inquiry will be recorded from time to time for the purpose of system security. Data that may be entered, the access date, the http response code and the Web site from which the computer is coming to our pages and, finally, the data quantity (bytes) that is transferred are also collected and stored.

The usage processes are only evaluated in an anonymous form. We are in a position to match the information being offered to the interests of the readers because of that.

In addition, we store so-called cookies in your computer.

## **2. Data Storage by Means of Cookies**

We use so-called cookies at our Web site. Cookies are small files that are saved in your data storage medium and that store certain settings and data for exchange with our system via your browser. This storage helps us to appropriately structure the Web site for you and makes usage easier for you, by storing certain entries from you in such a way that you don't have to continually repeat them, for instance. Most of the cookies that are used by us are automatically deleted again from your hard drive (thus, session cookies) after the browser session is over (end of the session). There are also cookies that remain on your hard drive, though. The expiration period is set far into the future (several weeks) for your comfort. When there is another visit, there is automatic recognition that you were already at our site and recognition of the entries and settings that you prefer (so-called long-term cookies).

Your browser allows restrictive settings with regard to the use of cookies for you; this could lead to a situation in which our offer presentations are no longer functional for you, or only functional in a limited way. Cookies can also be deleted there.

In addition, this Web site uses Google Analytics. This is a service of Google Inc. ("Google"). Google Analytics uses "cookies", and thus text files, that are stored in your computer and that enable an analysis of your use of our Internet offerings. The information generated by the cookie with regard to your use of this Web site (including your IP address) is sent to a server of Google in the USA and stored there. Google will use this information to evaluate your use of the Web site, to compile reports on the Web site activities for us and to provide other services for us that are associated with the use of the Web site and Internet use. Google will also send this information to third parties if applicable if this is stipulated by law or if third parties process this data on behalf of Google. Google will absolutely not associate your IP address with other data of Google. You can prevent the installation of the cookies via a corresponding setting of your browser software; we would like to point out, however, that you may not be able to use all of the functions of this Web site in the full scope in that case. By using this Web site, you declare that you consent to the processing by Google of the data collected about you in the manner described above and for the purpose named above.

### **3. Secure Data Transfer**

Your personal data will be securely transferred by us via encryption. This applies to your purchase order and also to the customer log-in. We make use of the coding system SSL (Secure Socket Layer) in the process. Your data can therefore not be read by an outsider.

## **II. Special Data Collection and Use with Your Consent**

### **1. Consent to a Credit Check**

We have to protect you and ourselves against improper use in order to be able to offer you the best possible options for the selection of the type of payment.

### **2. Newsletter Ordered by You**

If you get a newsletter from Groove Unlimited, you will receive information on our offers that can be cancelled at any time. Please provide other personal data (e.g. your name) when ordering the newsletter so that we can address you. You can also contact us on an anonymous basis, of course, or receive our newsletter on an anonymous or pseudonymous basis (e.g. with a freemail address that does not reveal your name).

We use data that we obtain within the framework of the evaluation of newsletters for personalization and an optimal alignment of our services to the interests and preferences of the user, as well as for advertising and market research. We save the data for long-term archiving and repeated use for the purposes that were named.

## **Revocation and Objection Possibility**

You can object to the use of data for advertising and market research in whole or with regard to certain actions. In particular, you can also object to further newsletters being sent without anything other than the transmission costs according to the basic rates arising for this. A revocation possibility exists, also for the consent regarding the credit check.

Please simply send your notice of revocation to

Groove Unlimited

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Helmkruid 28  
5684 HN Best  
the Netherlands  
Tel: +31 (0) 499 474711

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Email: [ron@groove.nl](mailto:ron@groove.nl)