

**PRIVACY POLICY OF LEIBER GMBH
FOR CUSTOMERS, SUPPLIERS, AND BUSINESS PARTNERS**

As of: January 2026

This Privacy Notice for Customers, Suppliers, and Business Partners (“**Privacy Notice**”) informs you about the processing of your personal data by Leiber GmbH (“**Leiber**” or “**we**”). It describes what personal data we collect, store, and otherwise process in the context of our business relationship with you or the company or organization for which you work or which you represent (“**Company**”), how we use, store, and disclose this data, and what rights are associated with it.

We reserve the right to change the content of this Privacy Notice from time to time. We therefore recommend that you review this Privacy Notice at regular intervals. You can access the current version of this Privacy Notice at any time at <https://leibergmbh.de/de/datenschutz/#>.

1. WHO IS RESPONSIBLE FOR PROCESSING MY DATA, AND HOW CAN I CONTACT LEIBER GMBH?

Leiber GmbH is the controller, as defined by the EU General Data Protection Regulation (“**GDPR**”), for the processing of your personal data.

You can reach us at any time using the following contact information:

Leiber GmbH
Franz-Leiber-Straße 1
49565 Bramsche

Phone: 05461 9303-0
Email: info@leibergmbh.de

You can contact our Data Protection Officer at any time using the following contact information:

Email: DSB@leibergmbh.de

2. WHAT PERSONAL DATA IS COLLECTED? FOR WHAT PURPOSES AND ON WHAT LEGAL BASIS IS MY DATA PROCESSED?

Below, we explain what data we collect about you, for what purposes, and on what legal basis we process this data.

We collect and process the personal data that you and/or your company provide to us in connection with business-related interactions between you or your company and us. We collect information about you either directly from you or your company and/or from our business partners,

other companies affiliated with us, or from publicly available sources, information databases, or credit bureaus.

In particular, we may collect the following categories of personal data:

- Basic information, such as first and last name, gender, date of birth, age, title, job description, department, company/organization,
- contact information such as business address, business phone number, business mobile phone number, business fax number, and business email address;
- Order, service, and contract data, including sales information and payment terms;
- Payment and billing information, such as information required for payment processing or fraud prevention, including credit card information and card verification numbers, as well as bank and account details, tax identification numbers, and billing addresses;
- History of orders, transactions, and business interactions, as well as commercial information regarding the use of products and services, including service requests and warranty history;
- Personal data that we collect in the course of communicating with you as part of our business relationship with you or your company;
- Other information whose processing is necessary for the fulfillment of the contractual relationship with us or that is voluntarily provided by you or your company, e.g., in connection with orders, inquiries, or project details;
- Personal data that we collect from publicly available sources, information databases, or credit reporting agencies;
- to the extent required by law in the context of compliance screenings: ID card numbers, information regarding criminal convictions, relevant court proceedings, and other legal disputes in which you or your company are involved.

We process your personal data for the following purposes and on the following legal bases:

- Establishing, conducting, and managing the (contractual) business relationship between us and you or your company, including processing orders, delivering products and services, providing customer service, support, and maintenance, as well as related administrative, account management, accounting, billing, and auditing purposes. To the extent that the business relationship exists between us and you personally, we rely on the necessity of the

processing for the performance of the contract with you or to take pre-contractual measures at your request (Art. 6(1)(b) GDPR). To the extent that the business relationship exists between us and your company, we rely on our legitimate interests in establishing, conducting, and managing the business relationship with your company (Art. 6(1)(f) GDPR);

- Maintaining, managing, and supporting the business relationship with you or your company (Customer Relationship Management). We rely on the necessity of the processing to safeguard our legitimate interest in appropriate account and relationship management and in the effective and service-oriented support and maintenance of our business contacts (Art. 6(1)(f) GDPR);
- Safeguarding our legitimate interests in ensuring effective and appropriate communication with you, to the extent that this occurs in connection with the establishment or performance of the business relationship between us and you or your company, e.g., when we inform you of changes to our terms and conditions or when you contact us with questions or requests (Art. 6(1)(f) GDPR);
- Protection of our legitimate interests and those of our affiliated group companies in market analysis, quality assurance, and product and service improvement/development (Art. 6(1)(f) GDPR);
- Conducting compliance due diligence for business partners. We process your personal data to the extent that such processing is necessary for our legitimate interest in complying with legal requirements (Art. 6(1)(f) GDPR);
- Ensuring compliance with our statutory retention obligations under commercial and tax law (Section 257 HGB, Section 147 AO) as well as our other legal obligations (Art. 6(1)(c) GDPR);
- Safeguarding our legitimate interests in ensuring and documenting compliance with legal requirements, as well as in asserting, exercising, and/or defending legal claims (Art. 6(1)(f) GDPR), including the collection of receivables and the enforcement of payment claims;
- To protect our legitimate interests in marketing our products and services, including gaining a better understanding of our customers' preferences and ensuring the effective marketing of our products and services (Art. 6(1)(f) of the GDPR).

3. **AM I REQUIRED TO PROVIDE MY DATA?**

You are under no contractual or legal obligation to provide us with your personal data. However, if you do not provide us with certain data, we may, under certain circumstances, be unable to fulfill our obligations, conclude and/or perform the contract, or otherwise conduct the business relationship with you or your company. If applicable, we will inform you at the time your data is

collected whether certain data is required and what the consequences are if this data is not provided.

4. TO WHOM WILL MY DATA BE DISCLOSED?

We do not share your personal data unless described in this Privacy Notice or unless we are legally required to do so under applicable law.

We share your personal data with the following categories of recipients in the following cases:

4.1 Service providers (as data processors):

We share your personal data with service providers who process your personal data on our behalf, to the extent necessary to support us in the relevant business purposes. These recipients have been carefully selected in advance and are contractually bound as data processors in accordance with applicable data protection laws. For example, we may share your personal data with IT service providers (including hosting services or other operational technical support), cloud service providers for CRM software, accounting providers for accounting and ERP software, or other service providers who perform business operations on our behalf. These companies may only use your personal data in accordance with our instructions and to the extent necessary to provide the services we have requested.

4.2 Government Authorities and Courts

We may disclose your personal data to law enforcement agencies, courts, regulatory authorities, and other public bodies if we believe it is necessary (1) to respond to legal proceedings (e.g., a court order or subpoena) or a request from an authority (e.g., a request for information or disclosure from a law enforcement agency), (2) to comply with a legal or regulatory obligation, (3) to assert, exercise, or defend legal claims, or (4) to otherwise protect our rights or the rights of third parties, e.g., if we are required to cooperate with government authorities as part of a legal investigation. To the extent permitted by law or regulatory requirements and as reasonably practicable, we will attempt to notify you of such requests.

5. IS MY DATA ALSO PROCESSED IN COUNTRIES OUTSIDE THE EEA?

In some cases, the recipients mentioned above may be located in countries outside the European Union and the member states of the European Economic Area ("third countries"). The laws of these countries may not guarantee a level of data protection that has been deemed adequate by the European Commission in the context of an adequacy decision. In such cases, however, we have taken appropriate and adequate measures to ensure that your data is also adequately protected by recipients in third countries and that the level of data protection required by European law is not

compromised (e.g., by entering into EU Standard Contractual Clauses and implementing additional measures).

To learn more about the recipients of your data, the third countries involved, and the measures we have taken to protect your data—including the option to obtain a copy of these measures—please contact us using the contact details listed in Section **Fehler! Verweisquelle konnte nicht gefunden werden.**

6. **HOW LONG WILL MY PERSONAL DATA BE STORED?**

Unless expressly stated otherwise in this Privacy Notice, we will only store your personal data for as long as is necessary for the respective purpose specified in this Privacy Notice for which we collect and process your personal data.

Your personal data will generally be stored for as long as necessary for the business relationship with you or your company and will be deleted thereafter.

Specifically, we process your personal data as follows:

- Personal data stored for the fulfillment of the contract is retained for as long as necessary to safeguard our rights and obligations under the contract, including for account management, billing, accounting, auditing, and compliance purposes.
- Personal data stored for the purpose of managing, maintaining, and supporting the business relationship with you or your company, including emails, is stored for a period of three years from the last business interaction with you.
- Personal data required to fulfill our tax and commercial law retention obligations (including relevant business communications) is stored for a period of up to ten years.

Once the applicable retention period has expired, your data will be deleted in accordance with our data retention policies and procedures, unless further retention is necessary to comply with our legal obligations (Art. 6(1)(c) GDPR), such as statutory retention obligations, or to safeguard our legitimate business interests in complying with applicable legal and regulatory requirements or in asserting, exercising, or defending our legal claims (Art. 6(1)(f) GDPR).

7. **WHAT RIGHTS DO I HAVE?**

In accordance with the statutory provisions, you have the right:

- to request information about the personal data processed concerning you, as well as a copy of such data (*right of access*);

- to request the rectification of inaccurate personal data and, taking into account the purposes of the processing, the completion of incomplete personal data (*right to rectification*);
- to request the erasure of your personal data where there are legitimate grounds (*right to erasure*);
- to request the restriction of the processing of your personal data, provided that the legal requirements are met (*right to restriction of processing*);
- where the legal requirements are met, to receive the personal data you have provided in a structured, commonly used, and machine-readable format and to transmit this data to another controller or, where technically feasible, to have us transmit it (*right to data portability*); and
- not to be subject to a decision based solely on automated processing, provided that the legal requirements for this are not met. Leiber GmbH does not engage in automated decision-making.

You also have the right to object at any time, on grounds relating to your particular situation, to the processing of your data carried out to safeguard our legitimate interests or those of third parties, in accordance with the statutory provisions (*right to object*). If we process personal data for the purpose of direct marketing, you have the right to object to this processing at any time without needing to provide specific reasons.

To the extent that data processing is based on your consent, you have the right to withdraw your consent at any time without affecting the lawfulness of the processing of your data that took place based on your consent prior to withdrawal.

To exercise your rights, including the right to withdraw your consent, please contact us or our Data Protection Officer using the contact details provided in the section 1.

In addition, without prejudice to any other legal remedies, you have the right to lodge a complaint with a supervisory authority at any time.

* * *

