

Privacy Policy

Area of Application

The present Privacy Policy shall inform users of the nature, the scope and the purposes of the collection and use of personal data by Spherotech GmbH, Dieselstraße 11, 36041 Fulda, Germany, on all of our websites (hereinafter referred to as the "Offer").

Access Data / Server Log Files

We (respectively our web space provider) collect(s) data on each access to our Offer (so-called server log files). Such access data includes the following:

- name of the website accessed
- file, date and time of access
- browser type, as well as version, operating system and/or terminal equipment of the user
- referrer URL (the website accessed before)
- shortened IP address

We are generally not using this access data. We reserve the right, however, to verify the log file data retrospectively, if there is any justified suspicion of any unlawful use based on specific indications.

Handling of Personal Data

Personal data is information that can be used to identify an individual, i.e. specifications that can be traced back to an individual. This includes the name, the e-mail address or the telephone number of said individual. However, personal data also comprises data on interests, memberships or the websites accessed by an individual.

We will collect, use and forward personal data only to the extent that this is permitted by law or if you as user agreed to the collection of said data.

Establishing Contacts

When you contact us, your information will be stored for the purpose of dealing with your request, as well as in the case that follow-up questions arise. We will always ask for your name and your e-mail address and, depending on the respective contact request, additional data. Depending on your request, we will ask you, as a mandatory field, for further personal data that we will need to deal with your matter of concern. For example, we will need your telephone number if you want us to call you back, or your address if you want to receive an offer by mail.

Cookies

When you access our Offer, one or several cookies will be stored on your computer. A cookie is a small file that contains a specific number of characters and by means of which your browser is unequivocally identified. Cookies can be used by the provider to improve the comfort and the quality of their service, for example by storing user preferences. Cookies do not cause any harm to the users' computers and do not contain viruses.

The Offer can also be used without cookies being stored. You can disable the storage of cookies in your browser, limit its use to certain websites or set your browser preferences in a

manner that it informs you before a cookie is stored. You can delete the cookies from the hard drive of your computer at any time by using the data protection options of your browser. In this case, however, the functions and the user-friendliness of our Offer may, under certain circumstances, be limited in use.

Google Analytics

Our web Offer uses Google Analytics, a web analysis service of Google Inc. ("Google"). Google Analytics uses so-called "cookies", text files which are stored on the users' computers and allow for an analysis of the use of the website by them. As a general rule, the information generated by the cookie about the use of this website by the users is transferred to a server of Google in the USA and is stored there.

In the event that the IP anonymisation option is enabled on our website, however, your IP address will be shortened by Google within the member states of the European Union or in other contracting states of the Agreement on the European Economic Area before it is transferred any further. Only in exceptional cases, the complete IP address is transmitted to a server of Google in the USA and shortened there. The IP anonymisation option is enabled on this website. On our behalf, Google will use such information to analyse the use of the website by the users, to compile reports about the website activities and to render additional services that are related to the website use and Internet use towards the website operator.

The IP address that is transmitted by your browser within the frame of Google Analytics will not be amalgamated with other data of Google. The users can prevent cookies from being stored by enabling a corresponding preference of their browser software. We point out to the users, however, that they might possibly not be able to use any and all features of this website to their full extent in this case. Moreover, they can prevent the registration of the data that is created by the cookie and relates to their use of the website (incl. their IP address) to Google, as well as the processing of such data by Google by downloading and installing the browser plug-in available from the following link: <http://tools.google.com/dlpage/gaoptout?hl=de>.

Google AdWords

Our web Offer uses the "Google AdWords" online web programme and, within the framework thereof, conversion tracking. The cookie for conversion tracking is set when you click on an advertisement posted by Google. These cookies will lose their validity after a period of 30 days and do not serve for the purpose of personal identification. When you access specific pages of this website and the cookies has not expired yet, we and Google can see that you have clicked on our advertisement and have been forwarded to this page. Each Google AdWords customer receives a different cookie. Cookies can thus not be tracked via the websites of AdWords customers. The information collected with the help of the conversion cookies serves the purpose of establishing conversion statistics for AdWords customers that have accepted to use conversion tracking. We are informed on the total number of users that have clicked on our advertisement and have been forwarded to a page provided with a conversion tracking tag. However, we do not receive any information that can be used to identify users in person. If you do not want to participate in conversion tracking, you can easily disable the cookie of the Google conversion tracking process via your Internet browser under user preferences. In this case, you will not be recorded in the conversion tracking statistics. Please also take a look at the provisions on data protection of Google at <http://www.google.de/policies/privacy/>.

Revocation, Changes, Notifications and Updates

The user has the right to receive information on the personal data stored on his or her person free of charge upon request. In addition, the user also has the right to have incorrect data be corrected and to have his or her personal data be blocked and deleted, provided that there is no legal obligation to retain such data. If you have any question, please do not hesitate to contact balls@spherotech.net.