

# DATA PROTECTION INFORMATION

This data protection information informs you of the reasons why CBRE GmbH ("we") collect your personal data and how we process it if you are our (potential) contracting partner (see points 1-5). Our privacy policy is available on our website at: <https://www.cbre.at/de-at/ueber-cbre/datenschutzerklaerung>

## 1. Purpose of the Data Processing

We process the personal data provided to us (as described in point 2) for the following purposes:

- To perform pre-contractual measures (such as launching, maintaining and developing our services) (Art. 6 Par. 1 lit b GDPR) or
- To meet our contractual obligations as part of our business relationship (Art. 6 Par. 1 lit b GDPR);
- To meet legal obligations (especially in terms of levies, supervisory and fiscal obligations) Art 6 Par. 1 lit c GDPR);
- For customer management which is based on legitimate interest in terms of Art. 6 Par. 1 lit f GDPR;
- For sending out newsletters based on your explicit consent (Art 6 Par. 1 lit a GDPR, if sending out newsletters cannot be based on Art. 6 Par. 1 lit f GDPR).

The personal data is provided by you on a voluntary basis. However, it should be noted that certain processes will not be carried out if you do not provide the data necessary for the respective purpose.

We may use the customer data which we received from our customers in terms of § 107

Telecommunications Act (TKG) in connection with a sale or service, for the purpose of direct advertising for similar products and services that we offer based on our legitimate interest in accordance with Section 107 Telecommunications Act and Art 6 Par. 1 lit f GDPR. When data is collected and each time it is transmitted, we will clearly give you the option of objecting to such use of your electronic contact details, easily and free of charge. The data will not be sent if the recipient rejected this right from the start, especially by means of an entry in the list named in Section 7 Par. 2 E-Commerce Act (Robinson list).

If we did not receive your customer data in connection with a sale or service, we will then process your data only if you have granted us

explicit consent to the processing of your data (Art 6 Par. 1 lit a GDPR). If you have granted consent to this data processing, you may withdraw your consent without specifying your reasons for doing so either in writing or by e-mail to [dataprotection.austria@cbre.com](mailto:dataprotection.austria@cbre.com). The withdrawal does not affect the legality of previous processing.

## 2. Data Categories

We process the following personal data for the purposes listed in point 1:

- Name (including contact persons of legal entities)
- Address
- E-mail address and correspondence, IP addresses
- Contact details
- Account details, invoice data

We also obtain data from other sources.

These sources are publicly available information which we obtain from the Internet or even from credit agencies in individual cases. In doing so, we process the following data categories: Contact information (e-mail address and telephone number, address), your role in the company.

## 3. Transmission of the Personal Data

In the context of the purposes named above, the personal data that is provided to us is transmitted to the following recipients:

- Associated companies of the CBRE Group ([CBRE Group](#))
- IT service providers employed by us
- Legal and tax advisers
- Jointly appointed brokers
- Authorities and public bodies, insofar as corresponding authorisation exists for this
- Data processor: Felix & Weissenberger GmbH Testarellogasse 37 / 5 1130 Vienna, IT Support, Datahug, Salesforce (We take measures to ensure an adequate level of data protection, which includes standard contractual clauses.), Microsoft (We take measures to ensure an adequate level of data protection, which includes standard contractual clauses.) in relation to Office 365.

Some of the recipients of your personal data named above are also located outside your country, or process your personal data there. The level of data protection in other countries may not be the same as Austria's.

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However, we only transfer your personal data to countries for which the European Commission has decided that they have an adequate level of data protection, or we take measures to ensure that all recipients have an adequate level of data protection, which includes standard contractual clauses (2010/87/EC and/or 2004/915/EC).

On the basis of a transmission procedure that meets legal requirements, this particularly applies to companies in the United States that are associated with CBRE (CBRE Inc.) if the transmission of the data is necessary for fulfilling your contract with CBRE or for performing pre-contractual measures on your behalf.

### 4. Storage Period

We will store and process the personal data that is provided to us only for as long as this is necessary to achieve the purposes named in point 1 and this is permissible under the applicable law. In any case, we will store your personal data for as long as a legal obligation to store them exists or statutes of limitation of potential legal claims have not yet expired.

We will store the customer data we received from our customers in terms of Section 107 Telecommunications Act in connection with the sale or a service for this purpose for a maximum of three years, provided there is no subsequent customer contact in connection with the sale or service. In the event of objection, the data will no longer be recorded for sending out newsletters.

### 5. Your Rights in Connection with Personal Data

Under applicable law, you are entitled to the following points in particular:

- i. To obtain information about which personal data is processed;
- ii. To request the correction, enhancement or deletion of personal data if this was or is processed incorrectly or without just cause;
- iii. To request the restriction of the processing;
- iv. To object to the processing of your data with reason, or to revoke any consent that you may have already granted;
- v. To request the transmission of personal data insofar as is applicable;
- vi. To be informed about the identity of the third party to whom personal data is transmitted and

- vii. To complain to the competent authority (in Austria: Austrian Data Protection Authority [www.dsb.gv.at](http://www.dsb.gv.at), Wickenburggasse 8, 1080 Vienna) or different data protection supervisory authorities in the EU, especially at your place of stay.

### Contact Details

If you have any questions or concerns about the processing of your personal data, please contact [dataprotection.austria@cbre.com](mailto:dataprotection.austria@cbre.com).

Company: CBRE GmbH  
Street: Am Belvedere 10, Top 12  
1100 Vienna, Austria  
Tel.: +43 1 533 40 80  
E-mail: [cbrevienna@cbre.com](mailto:cbrevienna@cbre.com)

Commercial register number: FN 49257m  
Commercial court: Commercial Court of Vienna

All information rights related to the GDPR are also available at

[www.cbre.at](http://www.cbre.at).

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