

Guest Accommodation Contract Eugens Business Apartments Stuttgart

Between Eugens Business Apartments Stuttgart, Thomas Mendl,
Sporerstr. 10, 70173 Stuttgart, Germany,
Account details: Volksbank Stuttgart eG, IBAN DE 12 6009 0100 0267 7670 13

and

<u>Contractual partner</u> (if different from guest)		<u>Guest</u>	
Name, surname			
Street			
Post code, city, country			
Nationality			
Date of birth			
Passport number			
Email, phone number			
Date of arrival		Date of departure	
Fellow traveler 1			
Fellow traveler 2			
Fellow traveler 3			
Agreed Rental Price		Deposit	
Number of people	Number of overnight stays	Daily rate	Final cleaning fee
Billing address (if not the same as home address)			
Company			
Company address			

I have received two documents, the General Terms and Conditions and House Rules for the apartment house "Eugens Business Apartments" together with this form and know that they can also be viewed at www.eugens-stuttgart.com at any time. I have read and understood these documents and agree to them. I certify that the information I have provided above is correct.

Signature of contractual partner

Signature of the guest (if different from the contractual partner)

As of 10/24/2020

Information on the processing of personal data by "Eugens"

We respect your privacy and process your personal data within the framework of the current data protection law only on the basis of legal provisions or if you consent to the processing. The processing of your personal data is carried out for the purpose of implementing the Guest Accommodation Contract (e.g. invoicing, communication).

In the stairwell of the apartment building, Sporerstr.10, 70173 Stuttgart, Germany there is video surveillance from the entrance area onwards. This is done on the basis of § 4 BDSG (Federal Data Protection Act) to exercise the right to determine who shall be allowed or denied access and to protect the life, health or freedom of guests. For this purpose, data collected through video surveillance is also assigned to specific individuals and thus processed.

We collect and process the following personal data: First and last name, date of birth, place of residence, telephone number, e-mail address, bank account details, passport number, as well as other personal information required for the execution of the Guest Accommodation Contract and for the fulfillment of legal collection obligations (such as in connection with the Covid 19 pandemic).

You can obtain information about the processing of personal data concerning you and revoke your consent at any time. For the information or the revocation an informal notification by e-mail or by fax is sufficient. As a matter of principle, we do not pass on any data to third parties, except in the case of a legal obligation. In addition, we refer to the privacy policy on our website and the following excerpt:

Person responsible for the purposes of the Data Protection Act: Eugens Business Apartments, Thomas Mendl, Sporerstrasse 10, 70173 Stuttgart, Germany

The legal framework of data processing: "Home Address" Section: Data processing based on § 30 (4) p. 1 BMG (Federal Ministry for Federal Data Protection) with storage period one year.

"Home Address" / "Billing Address" Section: Data processing based on Art. 6 (1) b), c) DSGVO (GDPR - General Data Protection Regulation) with storage period for 10 years according to § 147 (3) AO (German Tax Code) and § 257 (4) HGB (German Commercial Code).

For the processing of data by means of video surveillance: § 4 BDSG (Federal Data Protection Act). Storage duration: Immediately, if after the establishment of the purpose no longer necessary or legitimate overriding interests of the data subjects oppose further storage. (§ 4 par. 5 BDSG) (Federal Data Protection Act)

You have the following rights under the General Data Protection Regulation (GDPR / DSGVO):

Right of access to information: In accordance with Article 15 DSGVO (GDPR - General Data Protection Regulation), you may request confirmation as to whether data concerning you are being processed. If this is the case, you have a right of access to the information processed.

Right to revoke consent: If the processing of your personal data is based on consent, you have the right to revoke this consent at any time in accordance with Article 7 DSGVO (GDPR - General Data Protection Regulation).

Right to object: If the processing of your personal data is not necessary to protect the legitimate interests of our company, you may object to the processing at any time in accordance with Article 21 DSGVO (General Data Protection Regulation).

Right to have data deleted: If you have withdrawn your consent, objected to the processing of your personal data (and there are no overriding legitimate grounds for processing), your personal data is no longer necessary for the purposes of processing, there is a corresponding legal obligation or your personal data has been processed unlawfully, you have the right to request the erasure of your personal data in accordance with Article 17 DSGVO (General Data Protection Regulation).

Right to rectification: If your personal data has been processed incorrectly, you have the right to demand the correction of this data without delay in accordance with Article 16 DSGVO (General Data Protection Regulation).

Right to restriction of processing: Under the conditions of Article 18 DSGVO (General Data Protection Regulation), you have the right to request the restriction of the processing of your personal data.

Right to data portability: In accordance with Article 20 DSGVO (General Data Protection Regulation), you have the right to receive personal data provided by you in a structured, common and machine-readable format.

Right to lodge a complaint: You have a right of appeal to the competent supervisory authority pursuant to Article 77 DSGVO (General Data Protection Regulation). The supervisory authority can be reached at this address: Amt für öffentliche Ordnung, Eberhardstrasse 39, 70173 Stuttgart, Germany, <https://www.stuttgart.de/vv/verwaltungseinheit/amt-fuer-oeffentliche-ordnung.php>

I have read and understood these instructions.

Signature of contractual partner

Signature of the guest (if different from the contractual partner)

As of 10/24/2020