

Information on the Processing of Personal Data by Igedo Exhibitions GmbH & Co. KG

If you contact Igedo Exhibitions GmbH & Co. KG (hereinafter referred to as Igedo) with a request, inquiry, or registration, or if you are contacted by us, we will process your personal data to the extent necessary. The following information applies equally to women, men and people of the third gender (divers).

In accordance with Art. 13, 14 General Data Protection Regulation (GDPR), we provide you with the following information on the processing of personal data:

1. Name and contact details of responsible body

Igedo Exhibitions GmbH & Co. KG
Emanuel-Leutze- Str. 8
40547 Düsseldorf
Germany
E-Mail: info@igedo.com

2. Contact details of Data Protection Officer

Igedo Exhibitions GmbH & Co.KG
Herr Philipp Kronen
E-Mail: kronen@igedo.com
Tel.: +49 211 4396 530

3. Purpose and legal basis for processing

Igedo processes personal data to the extent necessary, in particular for the purpose of holding, organizing and publicizing trade fairs, handling business processes, fulfilling contractual and/or pre-contractual obligations and informing our customers about the trade fair event and subsequent events.

4. Collection and processing of personal data

If, for example, we prepare a quote for you, you register as an exhibitor or you are one of our cooperation partners, we essentially collect the following personal data: title, first name, surname, e-mail address, delivery and billing address, telephone numbers, fax number, bank details, tax number.

This data is collected in order to be able to identify you as our business partner, to fulfil all contractual obligations, to correspond with you, to issue invoices, to process any existing liability claims and to assert any claims against you.

If you have applied for a job with us, only the personal data required for the application process and which you have made available to us for this purpose will be processed.

The data processing is carried out at your request and, according to Art. 6 Para. 1 S. 1 lit. b GDPR, is necessary for the purposes stated for appropriate processing and for the mutual fulfilment of obligations arising from the contract.

During the fair, the organizer will take photos and films. These footages will be used and published in connection with the event for PR and documentation, analogue and digital.

5. Recipients and categories of recipients

Within the company, only those employees who need your personal data to fulfil their contractual and legal obligations and who are entitled to process this data will have access to it.

Your personal data will only be transferred to third parties for the purposes listed above. This includes the transfer to suppliers, service providers for services accompanying trade fairs, foreign representatives (EU) and, for example, our EDP partners, tax consultants. This is absolutely necessary for the execution of the contract and is based on Article 6 Para. 1 lit. b GDPR. The data passed on may also be used by third parties exclusively for the aforementioned purposes.

In application procedures, only those employees of Igedo who are responsible for and entitled to the application procedure will have access to your data. The data may be passed on to third parties, such as our IT partners, for the purpose of processing the procedure. The passed-on data may be used by the third party exclusively for the stated purposes. Personal data will only be transferred to third countries or international organisations within the framework of the application procedure with your consent.

6. Collection and processing of personal data as well as recipients in third countries

When you register as an exhibitor at **TWODAYS, Neonyt Düsseldorf licensed by Messe Frankfurt Exhibition GmbH** or **CIRCULAR ROOMS**, we collect the following personal data in particular: title, first name, surname, a valid e-mail address, delivery and billing address, telephone number (landline and/or mobile), fax number, bank details, tax number. The data processing is carried out at your request and is necessary according to art. 6 para. 1. S 1 lit. b GDPR for the mentioned purposes for the appropriate processing and for the mutual fulfilment of obligations arising from the contract.

This includes passing this data on to Igedo's foreign representatives who work for them as sales partners. Only personal data for exhibitors originating from the corresponding area of representation of the respective foreign representative will be transmitted. The foreign representatives of Igedo can be found on our website at: <https://igedo.com/kontakt/contact-details/?lang=en>

In order to protect your data, our contractual partners outside the EEA to whom data is to be transferred, such as foreign representatives, are obliged to ensure adequate data protection on the basis of the EU standard contractual clauses for the transfer of personal data to third countries.

For visitor registrations of **TWODAYS, Neonyt Düsseldorf licensed by Messe Frankfurt Exhibition GmbH** and **CIRCULAR ROOMS**, we send registration mailings with links to the ticketing as well as the eTickets for our events via the ticketing tool of our partner "softwert" to the e-mail address that was provided during a previous trade fair visit. This mailing can be cancelled at any time by clicking on the unsubscribe link in the registration email.

By providing the e-mail address, no unsolicited spam e-mails will be received. In connection with registration, visitors will receive newsletters from us with information on the event and subsequent events tailored to the trade fairs. This sending can be objected to at any time by clicking on the unsubscribe link in the newsletter. After receipt of the objection, the mailings will be stopped immediately.

7. Duration of storage of personal data

The personal data is stored as long as necessary for the agreed purpose, in any case as long as the contractual relationship exists. After termination of the contractual relationship the data will be stored until the end of the legal storage obligations. The legal storage obligations according to commercial and tax law are up to ten years.

The personal data from your application process will generally be stored for 6 months after completion of the process unless other retention obligations take precedence.

No fully automated decision making (including profiling) in accordance with Art. 22 GDPR is used to process the data you provide

8. Rights of data subjects

Pursuant to Art. 15 GDPR, you have the right to obtain information about the personal data stored about you, including any recipients and the planned storage period. Should incorrect personal data be processed, you have the right to correction pursuant to Art. 16 GDPR. If the legal requirements are met, you can request the deletion or restriction of the processing and lodge an objection against the processing (Art. 17, 18 and 21 GDPR).

Furthermore, according to Art. 77 GDPR, you are entitled to complain to a supervisory authority. As a rule, you can contact the supervisory authority of your usual place of residence or workplace or our company.