

## Data protection notice for tenants and potential tenants

Union Investment Real Estate GmbH, Valentinskamp 70 / EMPORIO, 20355 Hamburg ("we, us") processes personal data relating to you as a tenant or potential tenant ("you") as described below.

### 1. Purpose and legal basis of the processing

#### **Data relating to tenants**

##### Conclusion and performance of the leasing agreement

In order to fulfil your leasing agreement (Article 6 Paragraph 1 Letter b) GDPR), we process the necessary personal data for this purposes which is provided by you at the time of conclusion of the contract, as well as further personal data which arises in connection with the contractual relationship.

##### Legal processing obligation

In order to comply with our statutory retention obligations (Article 6 Paragraph 1 Letter c) GDPR, § 147 of the German Tax Code - AO, § 257 of the German Commercial Code - HGB, § 14b of the German Value Added Tax Act - UStG), we process amongst others the leasing agreement, your correspondence with us in the course of performance of the leasing agreement, as well as invoice and booking receipts, if applicable also after termination of the contractual relationship. Should the data no longer be required for other purposes, we restrict its processing in such a way that it is blocked for other purposes.

##### Data processing on the basis of a balancing of interests

We process your personal data in the following cases on the basis of a balancing of interests (Article 6 Paragraph 1 Letter f) GDPR):

| <b>Processed data categories</b>   | <b>Legitimate interests (of us or a third party)</b>                          |
|--|---|
| Additional contact information (which goes beyond the postal address, such as telephone number, email address) | Speedy initiation of contact in all matters relating to the leasing agreement |
| Bank details   | Ensuring all claims under the leasing agreement are settled quickly           |

You can object at any time to the processing of your personal data on the basis of a balancing of interests for reasons connected to your specific situation. We will then no longer process this data, unless we can provide proof of mandatory, protectable reasons for the processing or require the data in connection with legal matters.

#### **Data relating to potential tenants**

##### Decision concerning the conclusion and preparation of the leasing agreement

In order to take a decision concerning the conclusion and preparation of a leasing agreement with you (Article 6 Paragraph 1 Letter b) GDPR), we process the personal data provided by you during the pre-contractual discussions.

##### Data processing on the basis of a balancing of interests

We process your personal data in the following cases on the basis of a balancing of interests (Article 6 Paragraph 1 Letter f) GDPR):

| <b>Data processing</b> | <b>Legitimate interests (of us or a third party)</b> |
|------------------------|--|
|------------------------|--|

|  |   |
|--|---|
| Additional contact information (which goes beyond the postal address, such as telephone number, email address) | Speedy initiation of contact in all matters which relate to the decision concerning the conclusion and preparation of a leasing agreement |
| Bank details   | Ensuring all claims under the a possible future tenancy relationship are settled quickly  |

We require this data for a complete potential tenant profile. Should you not provide us with this data, this can influence our decision as to whether we enter into a leasing agreement with you or not. Under certain circumstances, we cannot conclude a leasing agreement with you in this case.

You can object at any time to the processing of your personal data on the basis of a balancing of interests for reasons connected to your specific situation. We will then no longer process this data, unless we can provide proof of mandatory, protectable reasons for the processing or require the data in connection with legal matters.

## 2. Categories of recipients

### ***Data relating to tenants***

We pass your data on to other recipients as follows:

- To the property manager responsible for your rental property, should this be necessary to conclude, carry out and perform the contract;
- In certain cases to other Union Investment Group companies, should this be necessary in order to fulfil statutory obligations (for example under the German Money Laundering Act - Geldwäschegesetz);
- To service providers, should this be necessary in order to fulfil a service engagement relating to the rental property in which you live (for example in order to agree an appointment with technicians in case entry to your place of residence is necessary to correct a defect, or in the course of outsourcing of data processing to a data processing company);
- To lawyers, should this be necessary for claims management in relation to your leasing agreement;
- If required, to potential purchasers of the relevant rental property, as well as to experts, should this be necessary in order to assess the value of the rental property.

Your data will not be passed on to any other bodies. No data is transferred to countries outside of the European Union or European Economic Area.

### ***Data relating to potential tenants***

The personal data provided by you in the course of conclusion of the contract will be passed on by us to the property manager who is responsible for your rental property, should this be necessary in order to prepare the decision concerning the conclusion of the leasing agreement or in order to prepare the leasing agreement. Should this be necessary in order to fulfil statutory obligations (for example under the German Money Laundering Act - Geldwäschegesetz), we will also pass your data on to other companies of the Union Investment Group in certain cases.

Your data will not be passed on to any other bodies. No data is transferred to countries outside of the European Union or European Economic Area.

## 3. Duration of the saving of personal data

Your personal data will be deleted once it is no longer necessary for the purposes stated below and once no statutory retention periods continue to apply. The following individual deletion periods apply:

Personal data which is necessary in order to fulfil a contract with you (for example a leasing agreement) or which is processed on the basis of a balancing of interests will be deleted after termination of the contract. Should the personal data be subject to statutory retention periods (for example under the German Commercial Code - Handelsgesetzbuch or German Tax Code - Abgabenordnung), this will be deleted after the expiry of these retention periods, at the latest on the expiry of the tenth calendar year following termination of the contract. Should the personal data continue to be required in order to bring claims under the contract, it will be deleted after completion of the legal action and its processing will be restricted after termination of contract, i.e. will be blocked for processing for other purposes.

#### **4. Your rights**

As an affected person, you have the following rights in relation to us:

- The right of information in accordance with Article 15 GDPR
- The right of correction of incorrect data in accordance with Article 16 GDPR
- The right of deletion in accordance with Article 17 GDPR
- The right of restriction of processing in accordance with Article 18 GDPR
- The right of data transfer (data portability) in accordance with Article 20 GDPR
- The right of to raise an objection to the processing in accordance with Article 21 GDPR

In order to exercise your rights, please contact [datenschutz\\_immo@union-investment.de](mailto:datenschutz_immo@union-investment.de)  
In addition, you have the right to complain to a supervisory authority (Article 77 GDPR). The competent authority for Union Investment Real Estate GmbH is the data protection officer of Hamburg.

#### **5. Data protection officer**

The responsibility for the lawful processing of your data is assumed by Union Investment Real Estate GmbH, Valentinskamp 70/EMPORIO, 20355 Hamburg. You can contact our data protection officer at [datenschutz\\_immo@union-investment.de](mailto:datenschutz_immo@union-investment.de).

You can find an up-to-date version of this data protection information sheet at:  
<https://realestate.union-investment.de/mieterinformation>