

Privacy notice for tenants, their employees, customers and visitors

Under this privacy notice (hereinafter the “Notice”), Deutsche Börse AG (hereinafter “We” or “Us”) informs you how We process your personal data. Your personal data means any information relating to you (hereinafter the “Personal Data”), such as name or contact details.

We pay special attention on the processing of Personal Data in accordance with the General Data Protection Regulation EU 2016/679 (“GDPR”) and applicable national data protection laws.

1 Controller

1.1 Our identity and contact details

We are: FinTech Hub, Deutsche Börse AG, Sandweg 94c, 60316 Frankfurt am Main, fintechhub@deutsche-boerse.com.

1.2 Contact details of Our data protection officer

Our data protection officer is: Data Protection Officer, Deutsche Börse AG, Mergenthalerallee 61, 65760 Eschborn, dataprotection@deutsche-boerse.com.

2 Purpose, Categories of Personal Data, Legal Basis and Retention

2.1 Categories of your Personal Data and purposes of Our processing

We process the following categories of your Personal Data for the following purposes:

- 2.1.1 Surname, first name, date of birth, telephone numbers, address for conclusion and execution of the tenancy agreement;
- 2.1.2 special tenant requirements on the rental space in order to take them into account;
- 2.1.3 Account data, data on payments and any outstanding claims for the purpose of rent payment;
- 2.1.4 if necessary, information on the condition and equipment of the rental space, damage, information on tenant’s behavior in the use of the rental space for the execution of the tenancy agreement, especially in case of damage, defects, handover, return and breaches of contract;
- 2.1.5 Consumption data for heating, hot water or electricity for the purpose of billing the operating costs;
- 2.1.6 Surname and first name of tenants, their employees and, where applicable, guests, visitors, customers and suppliers for security purposes to grant access to the building;
- 2.1.7 personal data such as Surname, first name, telephone numbers or e-mail addresses that are known to DBAG's customers by exercising office services, receiving mail, in connection with answered telephone calls or otherwise in connection with a tenancy agreement; and
- 2.1.8 any other personal data that the tenant informs DBAG about.

Security cameras may be installed in the entrance area and / or in front of the building. The video surveillance is carried out by the Controller. Further information on video surveillance can be found in the respective on-site notice.

In individual cases, DBAG may receive information from third parties, for example in the case of complaints, about tenants or their employees. In this context, depending on the circumstances and assessment, DBAG may request an opinion from the tenant and / or process further personal data.

2.2 Legal basis for Our processing of your Personal Data

Our processing of your Personal Data is allowed by law. The relevant legal basis is Art. 6 para. 1 lit. (b) of the GDPR, which allows the processing of personal data for the purpose of entering into a contractual relationship. Furthermore, we process personal data in accordance with Article 6 para. 1 lit. (f) of the GDPR, which allows the protection of our own legitimate interests, provided that they exist and you have no overriding interest in us not collecting this information.

2.3 Do you have to provide your Personal Data to Us?

The provision of your personal data is necessary to ensure the conclusion of the tenancy agreement and the execution of the tenancy agreement. This means that you are obliged to provide us with your personal data in the context of the tenancy agreement and the execution of the tenancy agreement.

2.4 Do We make automated decisions on you?

We do not make any automated decisions solely on automatic processing, including profiling, which produces legal effects concerning you or similarly significantly affects you.

2.5 Retention periods

All data of the tenant will be deleted at the end of the contractual relationship and its complete settlement at DBAG. Personal data of employees, possibly guests, visitors, customers and suppliers of the tenant will be deleted if they are no longer necessary for the execution of the tenancy, e.g. upon termination of an employee.

Insofar as, pursuant to Art. 6 para. 1 lit. (c) of the GDPR, we are obliged to retain for a longer period of time due to tax and commercial duties of storage and documentation or the tenant has consented to store them further in accordance with Article 6 para. 1 lit. (a) GDPR, these retention periods are decisive.

All data disclosed to DBAG by its tenant's customers through the exercise of office services or otherwise in connection with this contract will be deleted after termination of the contract within four weeks of settlement and full payment of the outstanding contract price, unless statutory retention periods exist, The same applies to notifications in connection with answered telephone calls.

3 Transfer of Personal Data to Third Parties

We will not transfer your Personal Data to third parties except such transfer is permitted by law or you have explicitly consented to the transfer.

Possible recipients of relevant personal data are: third parties, as far as necessary for the execution of the tenancy agreement, e.g. Craftsmen, service providers or experts or the respective building insurer and liability insurer of the property; public authorities e.g. Registration offices; Credit agencies; Energy supply companies.

We may transfer your Personal Data to public authorities where this is required by the applicable law (e.g. the German Stock Exchange Act (Börsengesetz) or the German Securities Trading Act (Wertpapierhandelsgesetz)). A transfer of your Personal Data is also permitted if there is a suspicion of a criminal offence or the abuse of the services offered on Our website. In this event, we shall be entitled to transfer your Personal Data to the criminal prosecution authority.

Otherwise, your personal data will be stored exclusively in our database and on our servers, or on those of our commissioned data processing providers. We will only share your Personal Data with other controllers for their own purposes such as cooperation or advertising partners under the condition that you explicitly and voluntarily agreed to such transfer of your Personal Data; in this case, we will obtain your consent separately from this Notice.

4 Your Rights

Under applicable data protection laws, you have rights

- of access to, rectification of, and/or erasure of your Personal Data;
- to restrict or object to its processing;
- to tell Us that you do not wish to receive marketing information; and
- (in some circumstances) to require certain of your Personal Data to be transferred to you or a third party, which you can exercise by contacting Us at the details set out at the beginning of this Notice.

To the extent Our processing of your Personal Data is based on your consent, you also have the right to withdraw your consent, without affecting the lawfulness of Our processing based on your consent before its withdrawal.

To exercise your rights, you can contact Us as set out in Section 1. above. You can also lodge a complaint about Our processing of your Personal Data with a data protection authority..

Our competent data protection authority is: Der Hessische Datenschutzbeauftragte, PO Box 3163, 65021 Wiesbaden, Germany, Poststelle@datenschutz.hessen.de, Phone: +49 611 1408 -0, Fax +49 611 1408-900.

Date: December 2018

Version: 1.0 (eng)

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