



Privacy Information Sheet

Dear Sir or Madam!

Your data is in safe hands with us! We are obligated to protect your data and we take this task seriously. Please take time to read this information sheet and understand why we must collect your data and in what form we process it¹. This information sheet is also aimed at your partners, committees and other employees.

You have made your contact data available to us during an event, by handing us a business card, using a form on our website or sending us an email and have thus consented to data processing.

Data processing is required:

- to contact and communicate with you (e.g. TPA Journal or seminar invitations);
- for internal administrative purposes.

To achieve these purposes, it may be necessary to transfer your data to TPA Group Administration und Steuerberatung GmbH based in Vienna, and in individual cases to other service providers in the IT, printing, and shipping sector based in Austria. A restricted set of data is also exchanged within the TPA Group², which assumes the role of controller for the processing in accordance with Art. 26 GDPR.

We will only store your data until the revocation of your consent to data processing.

We also wish to inform you that you retain the right

- to request information on which of your data is processed by us (see details in Art. 15 GDPR);
- to have your data corrected (see details in Art. 16 GDPR);
- to data portability (see details in Art. 20 GDPR);
- **to revoke the consent to the processing of your data without prejudice to the legality of the data processing performed by virtue of the consent until its revocation.**

¹ In this context, data processing means the collection, capture, organisation, storage, retrieval, use as well as publication by transmission and similar actions.

² TPA Steuerberatung GmbH, TPA Regio Steuerberatung GmbH, TPA Regio Steuerberatung GmbH & Co KG, TPA International Steuerberatung GmbH, TPA Group Administration und Steuerberatung GmbH, TPA Unternehmensberatung GmbH, TPA European and Technology Consultants GmbH, SK Software Consulting GmbH, ALTA Wirtschaftstreuhand- und Steuerberatungsgesellschaft m.b.H., ALTA Beteiligungsverwaltung GmbH, AKTUAR Versicherungsmathematik GmbH and Aktuar Betriebliche Vorsorge GmbH



We also wish to inform you that, insofar as your data is no longer required for the purpose for which it was collected, you have

- the right to have your data erased (see details in Art. 17 GDPR);
- the right to restrict the processing of your data (see details in Art. 18 GDPR).

Should, against expectations, your rights be violated in spite of our obligation to process your data lawfully, you can lodge a complaint with the data protection authorities.

We hope that this information sheet has provided you with more clarity as to how and why we process your data. Should you still have questions about the processing of your data, please contact Anja Cupal, tel.: +43 1 588 35-531, datenschutz@tpa-group.at.

TPA Steuerberatung GmbH

Wiedner Gürtel 13

1100 Vienna

Headquarters: Vienna, FN 200423s Commercial Court of Vienna

Supervisory authority

Federal Ministry for Digital and Economic Affairs

VAT no.

ATU 50089103

Chamber affiliation

Member of the Chamber of tax consultants and accountants