

AdmiCash – Data protection

Version from 2 November 2023

In this data protection declaration, we, AdmiCash GmbH (hereinafter), explain how we collect and process personal data.

Personal data refers to all information that relates to a specific or identifiable person.

If you provide us with personal data of other people (e.g. family members, data of work colleagues), please ensure that these people are aware of this data protection declaration and only provide us with their personal data if you are permitted to do so and if this personal data are correct.

This is not an exhaustive description. If necessary, other data protection declarations or general terms and conditions, conditions of participation and similar documents regulate specific matter.

This data protection declaration is designed to meet the requirements of the EU General Data Protection Regulation ("**GDPR**") and the Swiss Data Protection Act ("**DSG**"). However, whether and to what extent these laws are applicable depends on the individual case.

The terms used are not gender specific.

1 Who can I contact if I have questions about data protection?

Responsible for the data processing that we describe here is AdmiCash GmbH, Dorfplatz 18, 3902 Glis, unless otherwise stated in individual cases. If you have data protection concerns, you can contact our data protection advisor in accordance with Art. 10 DSG or 37 DSGVO at

Postal address: AdmiCash GmbH, Dorfplatz 18, 3902 Glis

Email: info@admicash.ch

2 What data do we collect?

We only collect the personal data that is absolutely necessary for the license invoice and the licensing of the AdmiCash software. The email address provided will be used for send information and updates to the product.

The data will not be passed on to third parties and no advertising emails will be sent.

3 What do we use your data for?

We use the personal data we collect exclusively for the AdmiCash license invoice and to generate the AdmiCash license key.

In addition, we process personal data from you and other persons, to the extent permitted and deemed appropriate to us, also for the following purposes in which we (and sometimes third parties) have a legitimate interest corresponding to the following purposes:

- The email address provided will be used to send AdmiCash product and update information. No promotional emails will be sent;
- Assert legal claims and defend yourself in legal disputes and government proceedings;
- Prevent and resolve crimes and other misconduct (e.g., conduct internal investigations, analyze data to combat fraud);
- Guarantees of our operations, in particular IT, of our websites, applications and other platforms;
- Purchase and sale of business areas, companies or parts of companies and other corporate transactions and the associated transfer of personal data as well as measures for business management and to comply with legal and regulatory obligations as well as internal regulations of AdmiCash GmbH.

If you have given us your consent to process your personal data for specific purposes (for example when you register to receive newsletters or carry out a background check), we will process your personal data within the framework and based on this consent, unless we have another legal basis and we need one. Consent given can be revoked at any time, but this has no effect on data processing that has already taken place.

4 Cookies/tracking and other technologies related to the use of our website

We do not use “**cookies**” or **similar technologies** on our websites that can identify your browser or device.

5 Who will my data be passed on to?

Your data will be used exclusively for internal purposes and will not be passed on to third parties.

6 Will my data be transferred abroad?

Your data will not be transferred abroad.

7 How long will my data be kept?

We process and store your personal data for as long as it is necessary to fulfill our contractual and legal obligations or for other purposes pursued by the processing, i.e. for example for the duration of the entire business relationship (from initiation, processing to termination of a contract) as well as in accordance with the legal retention and documentation obligations. It is possible that personal data will be retained for the period in which claims can be asserted against our company and to the extent that we are otherwise legally obliged to do so or legitimate business interests require this (e.g. for evidentiary and documentation purposes). As soon as your personal data is no longer required for the purposes mentioned above, it will generally be deleted or anonymized as far as possible. For operational data (e.g. system logs, logs), shorter retention periods of twelve months or less apply.

8 How do we protect your data?

We take appropriate technical and organizational security precautions to protect your personal data from unauthorized access and misuse.

We take the protection of personal data into account when developing or selecting hardware, software or processes through appropriate technical and organizational measures. We also ensure a data protection-friendly default setting.

9 Am I obliged to disclose my data?

As part of our business relationship, you must provide the personal data that is necessary for the establishment and implementation of a business relationship and the fulfillment of the associated contractual obligations (you generally do not have a legal obligation to provide us with data). Without this data, we will generally not be able to enter into or process a contract with you (or the entity or person you represent).

10 What data protection rights do I have?

You have the following rights under the data protection law applicable to you and to the extent provided for therein (such as in the case of the GDPR):

- the right to request **information** from us as to whether and what data we process about you;
- the right for us to **correct** data if it is inaccurate;
- the right to request **deletion** of data;
- the right to request that we **release** certain personal data in a common electronic format or to **transfer** it to another person responsible;
- the right to **revoke** consent to the extent that our processing is based on your consent;
- the right to request **further information** necessary to exercise these rights.

Please note, however, that we reserve the right to apply restrictions provided for by law, for example if we are obliged to store or process certain data, if we have an overriding interest in doing so (to the extent that we are in right to rely on this) or use them for the assertion of requirements. If you incur any charges, we will notify you in advance. We have already provided information on the possibility of revoking your consent in section 10. Please note that the exercise of these rights may conflict with contractual agreements and this may have consequences such as early

termination of the contract or financial implications. We will inform you in advance if this is not already contractually stipulated.

The exercise of such rights generally requires that you provide clear proof of your identity (e.g., by providing a copy of your ID, where your identity is otherwise not clear or cannot be verified). To assert your rights, you can contact us at the address given in Section 1.

Every data subject also has the right to enforce their claims in court or to file a complaint with the responsible data protection authority. The responsible data protection authority in Switzerland is the Federal Data Protection and Information Commissioner (<http://www.edoeb.admin.ch>).

11 Changes

We may amend this privacy policy at any time without prior notice. The current version published on our website applies. To the extent that the Privacy Policy is part of an agreement with you, if we update it, we will inform you of the change by email or other appropriate means.