



## Privacy Policy

### 1. Personal Data

1 We, the Law Firm Bergt and Partners Ltd., collect, process and use your personal data only with your consent or pursuant to your engagement for the purposes agreed upon with you or if there is another legal basis in accordance with the GDPR, the provisions of data protection and civil law.

2 We only collect personal data that is required for the performance and processing of our legal services or that you have voluntarily provided to us. In principle, we collect the data from you ourselves. In individual cases, we may collect data from other sources. This is publicly accessible information.

3 Personal data is any data that contains individual information about personal or factual circumstances, such as name, address, email address, telephone number, date of birth, age, gender, social security number, video recordings, photographs, voice recordings of individuals, and biometric data such as fingerprints. Sensitive data, such as health data or data related to criminal proceedings, may also be included.

### 2. Your Rights

4 You have the following rights with regard to the personal data concerning you and processed by us:

- Right of access (Art 15 GDPR);
- Right to rectification (Art 16 GDPR);
- Right to erasure (Art 17 GDPR);
- Right to restriction of processing (Art 18 GDPR);
- Right to data portability (Art 20 GDPR);
- Right to object (Art 21 GDPR).

5 If the data processing is based on your express consent (Art 6 para 1 (a) GDPR), you can revoke this at any time and without giving reasons (by mail or e-mail). A revocation does not affect the lawfulness of the previous processing (Art 7 para 3 GDPR).

6 Should a violation of your right to lawful data processing nevertheless occur, please contact us by mail (Law Firm Bergt and Partners Ltd., Buchenweg 6, P.O. Box 743, 9490 Vaduz, Liechtenstein) or by e-mail ([office@bergt.law](mailto:office@bergt.law)) so that we can learn of your concerns and respond accordingly. However, you also have the right to lodge a complaint with the Liechtenstein data protection authority or with another data protection supervisory authority within the EU or EEA at your place of residence or work.



### 3. Controller of the processing of personal data

7 Responsible for the processing of personal data is:

Law Firm Bergt and Partners Ltd.

Buchenweg 6

P. O. Box 743

LI-9490 Vaduz

+423 235 40 15

[office@bergt.law](mailto:office@bergt.law)

<https://bergt.law/>

8 You can reach our data protection officer at [office@bergt.law](mailto:office@bergt.law).

### 4. Liechtenstein data protection authority

9 The contact details of the data protection authority responsible in Liechtenstein are as follows:

Datenschutzstelle Liechtenstein (Liechtenstein data protection authority)

Städtle 38

Postfach 684

LI-9490 Vaduz

+423 236 60 90

[info.dss@llv.li](mailto:info.dss@llv.li)

### 5. Retention

10 Your personal data is protected by appropriate organizational and technical measurements. These precautionary measurements relate in particular to protection against unauthorized, illegal or even accidental access, processing, loss, use and manipulation of personal data.

11 Notwithstanding efforts to maintain a reasonably high level of due diligence at all times, it cannot be excluded that information you disclose to us via the Internet may be viewed and used by others.

12 Please note that we therefore accept no liability whatsoever for the disclosure of information due to errors in data transmission not caused by us and/or unauthorized access by third parties (e.g., hacking attack on e-mail account or telephone, interception of faxes).

13 We strive to ensure that data breaches are identified at an early stage and, if necessary, reported to you or the relevant supervisory authority without delay, including the respective categories of data affected.

14 We will not retain data longer than is necessary to fulfill our contractual or legal obligations and to defend against any liability claims.

- We store contracts and other documents including correspondence for 10 years for tax reasons;



- In order to assert and defend against legal claims, we store data in individual cases for up to 30 years after the termination of the business relationship;
- We delete application forms and data after 6 months at the latest, unless we have received express consent to keep records.

## 6. Transmission of data to third parties

15 In order to fulfill your assignment, it may also be necessary to forward your data to third parties (e.g., the opposing party, substitutes, insurance companies, service providers and cooperation partners whom we use and to whom we make data available to, etc.) courts or authorities. Your data will only be forwarded on the basis of the GDPR, in particular for the fulfillment of your assignment or on the basis of your prior consent.

16 Furthermore, we inform you that in the course of our legal representation and support, we regularly obtain factual and case-related information from third parties.

17 Some of the recipients of your personal data mentioned above are located outside your country or process your personal data there. The level of data protection in other countries may not be equivalent to Liechtenstein. However, we only transfer your personal data to countries for which the EU Commission has decided that they have an adequate level of data protection, or we take measures to ensure that all recipients have an adequate level of data protection, for which we conclude standard contractual clauses (2010/87/EC and/or 2004/915/EC).

18 As soon as you visit one of our pages that has integrated content from third-party websites or providers (e.g., a YouTube video), the third-party provider (e.g., YouTube) sets at least one cookie that stores your IP address and our URL. If you are logged into your YouTube account, YouTube can usually assign your interactions on our website to your profile using cookies. This includes data such as session duration, bounce rate, approximate location, technical information such as browser type, screen resolution or your internet provider. Other data may include contact details, any ratings, sharing content via social media or adding to your favorites on YouTube. If you are not logged into a Google account or a YouTube account, Google stores data with a unique identifier that is linked to your device, browser or app. For example, your preferred language setting is retained. However, a lot of interaction data cannot be saved as fewer cookies are set.

19 The third-party provider (e.g., YouTube or Google) stores the data collected for different lengths of time. You can delete some data at any time, other data is deleted automatically after a limited period of time and other data is stored by the third-party provider for a longer period of time or must be deleted proactively. Third-party providers (such as YouTube) also process your data in the USA, among other places. Third-party providers (such as YouTube and Google) are active participants in the EU-US Data Privacy Framework, which regulates the correct and secure transfer of personal data of EU citizens to the USA.

## 7. Use of personal data in detail



a. Visitors of the law firm's website

20 We process your personal data:

- to answer your inquiries that you make to us in person or by telephone or send us by e-mail or contact form;
- to fulfill legal obligations (Art 6 para 1 (c) GDPR);
- to protect our legitimate interests, in particular to maintain the operation, security and optimization of our website (Art 6 para 1 (f) GDPR).

21 The processing of your data is based on your consent (Art 6 para 1 (a) GDPR), which you give us by submitting your request, or to fulfill our contractual obligations for matters at the contract initiation stage (Art 6 para 1 (b) GDPR).

b. Clients of the law firm

22 The processing of your data serves in particular the contract initiation and provision of our offered services. Without disclosure of the data, we cannot enter into a business relationship with you.

23 The processing of your data is based on:

- the fulfillment of the contract with you or pre-contractual measures (Art 6 para 1 (b) GDPR);
- to fulfill legal obligations (Art 6 para 1 (c) GDPR) or to protect our legitimate interests (Art 6 para 1 (f) GDPR).

c. Business partners of the law firm

24 The processing of your data serves in particular the initiation, maintenance and implementation of contractual relationships with you. Without disclosure of the data we can not enter into a business relationship with you.

25 The processing of your data is based on:

- your consent (Art 6 para 1 (a) GDPR);
- the fulfillment of the contract with you or pre-contractual measures (Art 6 para 1 (b) GDPR);
- to fulfill legal obligations (Art 6 para 1 (c) GDPR) or to protect our legitimate interests (Art 6 para 1 (f) GDPR).

d. Applicants

26 The processing of your data serves in particular for the implementation of the application process and the registration process in case of employment. Without disclosure of the data, we cannot consider you as an applicant and cannot conclude an employment relationship.



27 The processing of your data is based on:

- your consent to keep records (Art 6 para 1 (a) GDPR);
- the fulfillment of the contract with you or pre-contractual measures (Art 6 para 1 (b) GDPR);
- for the fulfillment of legal obligations in connection with registration as an employee with social security (Art 6 para 1 (c) GDPR).

e. Potential counterparties

28 If you are an opposing party of our clients or an involved party, and respondent in matters we handle for our clients, we also process personal data about you. We usually obtain this data from our clients or their business partners, from the internet or other available public sources, as well as from other third parties who serve as respondents. We are exempt from a duty to inform you about the data processing pursuant to Art 14 para 5 GDPR.

29 *Should further questions arise regarding the processing of personal data, please feel free to contact us personally.*

June 2022