

## **Preliminary information in line with Art. 13 of the GDPR**

### **Identity of the Data Controller**

The data controller is:

Martin Luther University Halle-Wittenberg  
Universitätsplatz 10  
06108 Halle

Represented by the rector

E-mail: rektor@uni-halle.de  
Telephone: +49 (0) 345 55-21000

For the department: International Guest House (IBZ)

### **Contact Details of the Data Controller**

Contact: datenschutzbeauftragte@uni-halle.de  
Telephone: +49 (0) 345 55-21018

### **Processing Purposes and Legal Basis**

Your personal data shall be processed for the following purposes in line with the legal bases assigned to them:

<b>Purpose</b>	<b>Legal basis</b>
Contact opportunity, processing of contact enquiries	Art. 6 (1) (f) GDPR
Photos of tenants / events	Art. 6 (1) (f) GDPR
Rental inquiries / rental contract	Art. 6 (1) (b) GDPR

### **Legitimate Interest**

The data processing is based on the following interests:

- to present the IBZ and the community life of its tenants
- to provide a service to quickly establish contact and for users to raise concerns

### **Categories of Recipients**

Your personal data shall be transmitted to contract service providers commissioned by us and to the accounting/finance department.

### **Transfer to Third Countries**

No transfer to third countries shall occur.

**Length of Storage**

Your personal data shall be erased as soon as they are no longer required for the aforementioned purposes. This may include, among other things, the storage of any claims we may assert against you until the statute of limitations has expired. In addition, your personal data shall be stored as long as we have a legal obligation to store and provide proof of this. The storage periods are therefore up to 10 years. Rejected or inoperable rental requests shall be erased within 1 - 3 months after processing the request.

**Rights of the Data Subject**

You have the right to request information at any time about the personal data stored by us and assigned to you (Art. 15 GDPR). In addition, you have the right to rectification (Art. 16 GDPR), erasure (Art. 17 GDPR), restriction of processing (Art. 18 GDPR), data portability (Art. 20 GDPR) and objection (Art. 21 GDPR).

**Right to Lodge a Complaint with a Supervisory Authority**

You have the right to lodge a complaint with a supervisory authority (Art. 77 GDPR) if you believe that the processing of your personal data is unlawful.

**Obligation to Provide Personal Data**

There is no obligation to provide your personal data. However, personal data is required for the initialisation and support of the tenancy as well as to process your enquiries. If you do not provide us with the data, you will regretfully be unable to use our rental offer and our contact options.