



FORM FOR REQUEST / CLAIM RELATING TO PERSONAL DATA

Updated : 01/07/21

Version 2.0

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The purpose of this form is to facilitate the exercise of rights relating to personal data processed by Lookout GmbH in its capacity as data controller.

Please send this form, duly completed, to the following postal address:

*Lookout GmbH, Data Protection Department, Elsheimer Str. 23, 55270 Schwabenheim an der Selz,
Germany*

*or to the following e-mail address: **datenschutz@asmodee.com***

Identity

Your name: _____

Address (postal and/or email address): _____

Please verify residence address or workplace address where the answer should be sent

If workplace address is chosen, please communicate your company name: _____

In order to help us identifying the systems likely to hold information about you, please check the boxes describing your relationship with Lookout GmbH:

- An individual – Consumer or customer
- Former employee or contractor
- Employee family member, dependant, beneficiary or emergency contact person
- Employee of a Lookout GmbH business client or business partner
- Employee of a Lookout GmbH supplier or seller
- Job seeker
- Other – please specify



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If your information may be under a different username/name, please provide that username/name and the reason for the change:

In case of reasonable doubt as of your identity, **Lookout GmbH** may ask additional required information, including a copy on an identity document bearing the signature of the data subject.

Request details

If you ask **access** to your personal data, please confirm that the personal data can be sent by e-mail to the above address:

If you ask for **portability** of your personal data to another data controller, please provide below address and contact details of this data controller:

If you ask to **rectification** of your personal data, please specify the personal data to rectify or to complete:



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If you ask for **restriction** of processing of your personal data, please specify the concerned processing activity and determine which of the following reasons is the basis for your limitation request:

- Lookout GmbH** no longer needs your personal data for the purposes of the processing, but they are required by you for the establishment, exercise or defence of legal claim
- You objected to processing
- You contest the accuracy of your personal data
- The processing is unlawful and you oppose the erasure of the personal data and requests the restriction of their use instead

If you ask to **erasure** of your personal data, please specify the personal data to erase and provide the justification for this request among the following reasons:

- The personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed
- You withdraw your consent
- You object to the processing and there are no overriding legitimate grounds for the processing
- The personal data have been unlawfully processed

If none of these reasons are present, **Lookout GmbH** will not be able to respond favorably to your request.

If you want to **object** to the processing of your personal data, please specify below the grounds relating to your particular situation justifying your objection.

For your information, the objection will apply only to processing activities based on the legitimate interests of **Lookout GmbH**. **Lookout GmbH** will not respond favorably to your objection request if **Lookout GmbH** demonstrates compelling legitimate grounds for the processing which override the interests, your rights and freedoms or for the establishment, exercise or defence of legal claims.



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Complaint details

In case you wish to file a complaint, please give details below:

The personal data collected in this form are intended to the Data Protection Department of Lookout GmbH to respond to your complaint or to assert your rights as a data subject. In accordance with the provisions of the German Federal Data Protection Act and the GDPR, and under certain conditions, you have a right to access, to rectify, to object, to erasure, to restriction of processing and a right to data portability. For more information on your rights and how Lookout GmbH is processing your personal data, please refer to the relevant Privacy notice.