

## **Privacy notice pursuant to Art. 13 of the General Data Protection Regulation**

For purposes of GDPR, the Controller is:

Kirkhill, Inc.  
300 East Cypress Street  
Brea, CA 92821  
[compliance@kirkhill.com](mailto:compliance@kirkhill.com)

### **Purpose for Processing**

We collect and process your personal data for the purpose of communicating with you regarding the business of Kirkhill, Inc., its subsidiaries, or affiliates.

### **Legal Basis for Processing**

The legal basis for processing your personal data is a) your consent; b) necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract; c) necessary for compliance with a legal obligation to which the controller is subject.

### **Third Party Data Processing**

We shall process the information to third parties for the purpose set out above. Some third party recipients of data may reside outside the European Union. In the event that the recipient country does not ensure a level of data protection equivalent to that of the European Union, the company undertakes to take all appropriate guarantees, either on the basis of an adequacy decision such as that for the Privacy Shield, or, in the absence of such a decision, on the basis of appropriate guarantees, in particular those drawn up on the model of standard contractual clauses made public by the European Commission a copy of which may be requested at [compliance@kirkhill.com](mailto:compliance@kirkhill.com) .

### **Data Retention**

Storage retention period of your data depends and is determined by corporate policies, government regulatory requirements, and other factors like the need for data storage space.

### **Privacy Rights**

If you are located within the European Union or another country that has adopted GDPR, the following applies:

1. You have right to access, modify, rectify, limit and to portability or delete any personal data as well as a right of opposition, if necessary, subject to legitimate and imperative reasons, to the processing of these data. If you wish to exercise your rights, you can contact [compliance@kirkhill.com](mailto:compliance@kirkhill.com) .
2. You also have the right to lodge a complaint with a supervisory authority.
3. For data processing based on data subjects consent, you have the right to withdraw your consent to the processing of your data anytime. The withdrawal does not affect the lawfulness of processing based on your consent before its withdrawal.  
If you would like to withdraw your consent please contact [compliance@kirkhill.com](mailto:compliance@kirkhill.com).
4. You have the right to object to the processing of your personal data at any time on grounds relating to your particular situation. We ask you to provide reasons and legitimate interest to back up your objection. In case of a legal objection, we shall no longer process your personal data unless we have compelling legitimate grounds for the processing which override your interests, rights and freedoms of the data subject

or for the establishment, exercise or defense of legal claims. We shall inform you on the grounds of our decisions.

**Legal Obligation**

You are obliged to provide your personal data based on government regulatory requirements for personal screening of visitors, and various other requirements. If you fail to provide your personal data, you may be denied ability to do business with Kirkhill, or denied access to our facility.

**Automated Processing**

The processing of your personal data may be automatically processed or “screened” as necessary for entering into, or performance of, a contract between the data subject and a data controller.