

## **BCS Privacy Policy**

We at Burkhard Consulting Services, Inc. want to give you the best possible service at all times. We respect your personal data. Our goal is to be as open and transparent as possible with our partners, clients and customers about personal information and the way we collect and how we use it.

We have updated our Privacy Policy to include the high standards established by the EU General Data Protection Regulation (GDPR). This policy has been effective since May 25, 2018.

We manage your data in one single secure place, the CRM (customer relationship management) software salesforce.com. To learn more about the Trust and Compliance Documentation you can find more information here:

[https://www.salesforce.com/content/dam/web/en\\_us/www/documents/faq/gdpr-faq.pdf](https://www.salesforce.com/content/dam/web/en_us/www/documents/faq/gdpr-faq.pdf)

We store names, shipping addresses, invoicing addresses, e-mail addresses, phone numbers, meeting notes and some e-mails.

We collect data through personal contact at meetings, trade shows, over the phone, by e-mail or what is publicly available on the internet.

We might share your data with business partners during our engagement with them.

If you have any questions regarding the use of your data, please contact us at [emea@burkhardconsulting.com](mailto:emea@burkhardconsulting.com).