Privacy Policy

The protection of your personal data is of particular importance to us. We process your data exclusively on the basis of applicable law, in particular the General Data Protection Regulation (GDPR), the Austrian Data Protection Act (DSG) and the Austrian Telecommunications Act 2021 (TKG 2021).

1. Controller

Modulmatik GmbH
Donau-City-Straße 3/15, 1220 Vienna, Austria
Phone: +43 660 6569083
Email: office@modulmatik.com

2. Hosting

The website is operated on Google Cloud servers (Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland). The server location is Frankfurt am Main, Germany. Google processes data on our behalf under a data processing agreement pursuant to Art. 28 GDPR.

3. Visiting the website (server log files)

When you visit the website, technically necessary data is processed: IP address, date and time of access, page accessed, browser type and operating system. This data is used exclusively to operate the website securely and reliably.
Legal basis: legitimate interest (Art. 6(1)(f) GDPR).
Retention: no longer than 30 days, unless required longer to investigate a security incident.

4. Contact form, email and phone

If you contact us via the contact form, by email or by phone, we process the data you provide (e.g. name, company, email address, phone number, message and attached files) to handle your enquiry and any follow-up questions. Enquiries submitted via the contact form are stored on the web server and forwarded to us by email.
Emails, including enquiries from the contact form, are received and processed via Google Workspace (Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland); Google acts as a processor under Art. 28 GDPR.
Legal basis: pre-contractual measures (Art. 6(1)(b) GDPR) and our legitimate interest in efficient business communication (Art. 6(1)(f) GDPR).
Retention: if no contract is concluded, we delete the data no later than 12 months after the enquiry has been completed. Otherwise, the periods set out in section 9 apply.

5. Cookies and consent

We use technically necessary cookies without consent (§ 165(3) TKG 2021), in particular to store your language setting and your cookie choice.
All other services (Google Analytics, Google Maps) are only loaded after you consent via our cookie banner (Art. 6(1)(a) GDPR, § 165(3) TKG 2021). You can withdraw your consent at any time with effect for the future via the "Cookie settings" link in the website footer.

6. Google Analytics 4

With your consent, we use Google Analytics 4, a web analytics service of Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland. Google Analytics sets cookies (e.g. _ga) that enable an analysis of website use, such as pages visited, time spent and approximate location. IP addresses are not stored by Google Analytics 4.
Retention: cookies up to 2 years; analytics data is deleted after 14 months.

Data may be transferred to Google LLC in the USA. Google LLC is certified under the EU-US Data Privacy Framework (adequacy decision of the European Commission).
Legal basis: consent (Art. 6(1)(a) GDPR).

7. Google Maps

To display our locations and partner factories, we use Google Maps by Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland. The map is only loaded once you consent via the cookie banner or on the map itself. In doing so, your IP address and technical data in particular are transmitted to Google; Google may set its own cookies.
Data may be transferred to Google LLC in the USA (EU-US Data Privacy Framework).
Legal basis: consent (Art. 6(1)(a) GDPR).

8. Data processing in the course of our services

In the course of our services as a drafting office (Zeichenbüro), we process in particular: contact details of business partners and their representatives, company data, project-related technical documents (drawings, models, specifications), project communication and billing and accounting data. Data is only disclosed where necessary for project execution or required by law, in particular to tax advisors, banks and project stakeholders (e.g. architects, engineers, partners for structural engineering, MEP and building physics, clients).
Legal basis: Art. 6(1)(b) GDPR; for statutory retention obligations, Art. 6(1)(c) GDPR.

9. Retention

Personal data is stored only for as long as necessary: for the duration of the business relationship, in accordance with statutory retention obligations (in particular seven years under § 132 Austrian Federal Fiscal Code) and beyond this where necessary for the establishment, exercise or defence of legal claims.

10. Your rights

You have the right of access, rectification, erasure, restriction of processing, data portability, to object to processing based on legitimate interests and to withdraw any consent given. Please send requests to office@modulmatik.com.

11. Right to lodge a complaint

You have the right to lodge a complaint with a supervisory authority. In Austria, this is the Data Protection Authority (Datenschutzbehörde), Barichgasse 40–42, 1030 Vienna, www.dsb.gv.at.

12. Data security

Data is transmitted in encrypted form (TLS). We apply appropriate technical and organisational measures to protect your data.
Last updated: November 2026