# Sample text “Art. 13 GDPR – Information to be provided where personal data are collected from the data subject: Online donation tool to support research and teaching in the Endowment & Foundations unit at LMU Munich”

Please customize the sample text in the places highlighted in yellow. Include it on your website as an addition to your Privacy Policy. If you do not include this text in the existing Privacy Policy on a website, please add the link to [www.lmu.de/datenschutz](http://www.lmu.de/datenschutz) or your website.

On our website (**link**), we (**relevant department**) use the online donation tool to enable and process online donation payments (financial services). They are used for **specifying the purpose, e.g. supporting research and teaching at the LMU Munich.**

(**Please provide relevant department**) is responsible for this. The contact information for the official data protection officer is available at [www.lmu.de/datenschutz](http://www.lmu.de/datenschutz) (correct if necessary).

Your data is collected to (correct if necessary):

* process online donation payments to LMU Munich in commercial and accounting terms and to manage the charitable contributions
* be able to contact donors regarding charitable contributions (e.g. to express gratitude) and to provide information on the activities of the LMU Munich

The legal basis for processing is Art. 6(1)(b) GDPR (charitable pledge pursuant to Section 516 ff of the German Civil Code (BGB)).

The charitable contribution is voluntary, but it is not possible without your personal data.

Your personal data will be transmitted to the order processor, Wikando GmbH, Schießgrabenstr. 32, 86150 Augsburg, Germany, as the technical provider of the online donation tool. An order processing contract pursuant to Art. 28 GDPR has been concluded.
Transmission of your personal data to a third country or another international organization does not take place.

After being collected by LMU, your data is stored for as long as it is necessary to fulfill the purpose. This means that we retain your data until the end of the statutory retention periods (currently up to ten years pursuant to Section 147 of the German Fiscal Code (AO)).

## According to the General Data Protection Regulation, you are entitled to the following rights if the legal requirements are met:

* Right of access to information about your personal data being stored (Art. 15 GDPR).
* Right to rectification (Art. 16 GDPR).
* Right to erasure and restriction of processing as well as objection to processing (Art. 17, 18, and 21 GDPR).
* Right to data portability (Art. 20 GDPR).
* If you have given consent to processing by LMU by means of a relevant declaration, you can revoke consent at any time for the future. The lawfulness of data processing carried out on the basis of the consent up to revocation is not affected by this.
* If you make use of the rights mentioned above, the relevant department will check whether the legal requirements for this have been met.
* Furthermore, you have the right of appeal to a data protection authority. The data protection authority responsible for the LMU Munich is the Bavarian Data Protection Commissioner (<https://www.datenschutz-bayern.de/vorstell/impressum.html>, external link).

In addition, reference is made to LMU Munich’s Privacy Policy available at https://www.en.uni-muenchen.de/funktionen/privacy/. (correct if necessary)