

Sixt Data Privacy Notice for Applicants

Last updated: December 20, 2019

For additional information or to request a copy of the privacy notice contact us by email at privacy-us@sixt.com or call us toll free at 1-888-568-6483.

I. INTRODUCTION

Sixt Rent a Car, LLC ("Sixt") is committed to handling your Personal Information responsibly and in compliance with applicable data protection laws. This notice describes how Sixt collects, uses and handles Personal Information that it collects about prospective personnel.

II. SCOPE

This notice applies to prospective employees, directors and officers, temporary and casual workers, consultants, agents, independent contractors, retirees, volunteers, and interns (collectively, "**Personnel**") who reside in California. This notice describes the categories of Personal Information that we collect about you, and the purposes for such collection.

III. PERSONAL INFORMATION COLLECTED

"**Personal Information**" means information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular consumer or household. It does not include public information or information that cannot be attributed to an individual because, for example, it has been aggregated with other information or de-identified.

Sixt processes the following categories of Personal Information:

- **Identifying information**, such as a real name, alias, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, account name, Social Security number, driver's license number, passport number, employee number, security and system access information (e.g. login and password information, keycard number and usage), tax ID number, emergency contact information or other similar identifiers;
- **Financial, medical, or health insurance information**, such as banking details, tax information, equity grants, withholdings, salary, benefits, and expenses;
- **Demographics**, such as gender or gender identity, marital status, race, national origin, military service, and disability status;
- **Internet or other electronic network activity information**, such as browsing history and information regarding your interaction with our website or intranet site, technical information, contained on or collected through a Sixt-owned work station, phone, laptop, or other company issued devices, and information captured on security systems, which may include closed-circuit television and key card entry systems;
- **Professional or employment-related information**, such as work location, job/position title, assignments, supervisor and reporting information, employment contract information, compensation data, promotion information, benefits information, expenses information (e.g., receipts, travel details), information regarding previous work experience, professional skills, professional memberships, community involvement, qualifications and work history, training details, and assessment and performance-related information; and
- **Audio recordings, visual, electronic, thermal, olfactory, or other similar information**, such as photos or audio or video recordings captured during your employment.

IV. HOW SIXT USES PERSONAL INFORMATION

Sixt uses the Personal Information it collects for a variety of purposes related to the management of Sixt's business, such as for standard business operations (such as providing IT services), to carry out human resources functions (such as hiring or providing benefits), to contact employees in the case of an emergency, and to comply with legal requirements. Other purposes include:

- **Recruitment purposes**, such as to determine your qualifications for employment and to reach a hiring decision. This includes assessing your skills, qualifications, and background for a particular role; verifying your information; carrying out reference checks or background checks and checking visa status and/or eligibility to work (where applicable); and generally managing the hiring process and communicating with you about it;
- **Our own business purposes**, such as for general HR resourcing, accounting purposes, financial planning, protecting Personal Information and technology systems, preventing or detecting fraud or other illegal activities, protecting the safety of Sixt's employees, customers, and visitors, or internal investigations; and
- **Compliance and Legal Purposes**, such as to comply with law enforcement or government agency requests, for litigation related purposes, or to exercise a right or fulfill an obligation conferred or imposed by law.

V. REVISIONS TO THIS PRIVACY NOTICE

This notice may be updated periodically to reflect any changes in our privacy practices. We encourage you to print a copy of this notice for your records, and to contact us at privacy-us@sixt.com or call us toll free at 1-888-568-6483 if you would like to request the most recently updated version.