**Notice of GDPR Rights**

Your Kirby system has been sold to you by an independent distributor of Kirby products. The Kirby Company (the “Company”) itself is requesting the data found in the Owner Registration Card in order for the Company to be able to ensure you are provided with the warranty coverages and customer services that are part of your Kirby system purchase and also to provide you with information regarding related Kirby products.

To comply with the European Union General Data Protection Regulation, also known as the GDPR, this Notice provides you with more information about why we are asking for your data and how we use it (the "GDPR Information"). Any questions concerning the GDPR Information and your rights under the GDPR should be directed to the Company’s Chief Compliance Officer at The Kirby Company, 1920 West 114th Street, Cleveland, Ohio, 44102, United States.

The following information is provided to you for purposes of the GDPR:

Data Controller: The data controller for purposes of the Owner Registration Card is The Kirby Company, an unincorporated division of The Scott Fetzer Company, 1920 West 114th Street, Cleveland, Ohio 44102, United States.

Types of Data: The personal data we hold about you is limited to the information you provide us, as set out in the Owner Registration Card.

Purposes: The Company keeps your personal information for our legitimate interests of ensuring you are provided with warranty coverages for your Kirby system – including the manufacturer’s three-year limited warranty, factory rebuild plan, and fire plan – when necessary and so that we can provide customer services to you. Please note that we may also use your personal data to contact you regarding additional Kirby product offerings, including aftermarket product promotional offerings.

Recipients: To fulfil these purposes, we may share your data with certain of our independent contractors who assist us with customer service enquiries. We may also provide your details to other independent distributors of Kirby products who operate in your area for customer service purposes.

International Transfers of Data: The Company is based in the United States, and your data will be processed in the United States and in other non-EU European countries. The Company will ensure your personal data is adequately protected to the standard required under the GDPR.

Retention Periods: Most of the information you provide is held by the Company for an indefinite period of time so that we may honor the manufacturer’s three-year limited warranty, factory rebuild plan, and fire plan, the latter two of which last the entire lifetime of the original purchaser.

Data Subject Rights: You have a number of rights under the GDPR. These rights (which are subject to conditions) include the right of data portability (for us to help you move your data to someone else at your request); the right to object to the processing of your personal data; the right to withdraw your consent to the processing of your data; the right to require us to update and correct your data; the right to require erasure of your data; the right to obtain a restriction on processing of your personal data; the right for you to review the personal data we hold; and, where applicable, the right to withdraw your consent to the processing of your personal data. You also have the right to lodge a complaint with a data protection supervisory authority in the Member State where you live.

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**I confirm that I have received a copy of this Notice of GDPR Rights.**

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Customer’s Printed Name

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Customer’s Signature

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Date