

## Information pursuant to Art. 13, 14 EU DSGVO on processing your personal data

Person responsible for data processing:

**The American Dream – US Visa Service GmbH**

CEO: Mr. Alexander Kos

Danckelmannstraße 9 | 14059 Berlin | Germany

**Phone:** +49 30-3982040-00

**E-mail:** [kontakt@usvisaservice.de](mailto:kontakt@usvisaservice.de)

**Website:** [en.usvisaservice.de](https://en.usvisaservice.de)

The confidentiality and integrity of your personal data and information is of particular concern to us. We will therefore process and use your details carefully and in accordance with the statutory provisions on data protection and, in particular, will not pass them on to third parties without your consent.

The personal data provided in the contract, in particular name, address, telephone number, bank details, which are necessary and required solely for the purpose of implementing the contractual relationship that is being created, are collected on the basis of legal authorizations.

For any further use of the personal data and the collection of additional information, the consent of the person concerned is regularly required. You can give such consent voluntarily in the following section.

### Data categories

The categories of personal data processed include, in particular, your contact data, the contractual data arising in the course of the initiation or performance of the contractual relationship (e.g. contact data of contact persons, contents of the contract, bank details) as well as other data arising from the contractual relationship. As a rule, your personal data is collected directly from you in the course of initiating the contract or during the performance of the contract.

### Purpose and legal basis of the processing

We process your personal data in compliance with the provisions of the EU General Data Protection Regulation (DSGVO), the Federal Data Protection Act (BDSG) and all other applicable laws. Primarily, the data processing serves to establish and fulfil the contractual relationship.

The data processing is carried out upon your request and is necessary for the mutual fulfilment of the contract according to Art. 6 para. 1 p. 1 lit. b DSGVO for the aforementioned purposes.

We also collect the above-mentioned data in order to be able to identify you as our customer, for correspondence with you, for invoicing and for the settlement of any existing liability claims.

## Disclosure of your personal data

Within our company, only those persons receive your personal data who need them to fulfil our contractual and legal obligations. We only pass on your personal data to third parties if you have given your express consent in accordance with Art. 6 Para. 1 lit. a) DSGVO, the passing on is necessary in accordance with Art. 6 Para. 1 lit. f) DSGVO for the assertion, exercise or defence of legal claims and there is no reason to assume that you have an overriding interest worthy of protection in not passing on your data (e.g. courts, lawyers). In the event that there is a legal obligation to disclose your data pursuant to Art. 6 (1)(c) of the German Data Protection Act (e.g. tax authorities) and if this is legally permissible and necessary for the processing of the contractual relationship with you pursuant to Art. 6(1)(b) of the German Data Protection Act (e.g. banks).

## Instructions for applicants on handling personal data in the application process for a US visa via The American Dream - U.S. Visa Service GmbH

The US authorities use a central electronic registration form for the application of all visitor and non-immigrant visas to the United States. This form is called DS-160 and is mandatory for all applicants to complete. The information that must be provided on this form is very complex and varies with the visa category applied for.

Within the framework of the contract concluded with us, The American Dream - US Visa Service GmbH requests this required data for the specific application from the applicant with the help of a question mask created by us in the form of a PDF document or electronic form in a simplified form in German/English.

This data collected here is used exclusively for the preparation or completion of the DS-160 online form of the US authorities and is not recorded in the master data of the customer database of The American Dream - US Visa Service GmbH. Upon completion of the order or successful issuance of the visa, this specific customer data is deleted.

The transmission of the online application form DS-160 to the US authorities is carried out independently by the applicant himself. The American Dream - US Visa Service GmbH takes care of all preparations in the application process and then submits the online application to the applicant for review and electronic confirmation, who then sends it directly to the US authorities.

The following data is collected as part of the DS-160 questionnaire:

- First name
- Last name
- Birth name
- Title
- Date of birth / Place of birth
- Sex
- Nationality/s
- Marital status
- Language(s)
- Private and / or company address
- Telephone number
- E-mail address
- Passport data
- Identity card number
- Social media details (user names/platforms)

- Name, address of employer
- Salary details
- US Social Security Number
- US driver's licence number
- Previous visa application information
- Immigration violation information (e.g., border refusal, overstay)
- Spouse details (name, nationality, date of birth, place of birth, address)
- Details of possible divorce/s (number of marriages, date of marriage/divorce, country where divorce took place)
- Parents' name and date of birth (including US residency status, if applicable)
- Name, residency status of fiancées, spouses, children and/or siblings, if living in the U.S.
- Information on contagious, notifiable diseases
- Information on mental or physical illness (security relevant)
- Information on previous drug abuse
- Information on previous convictions / arrests
- Details of other security-related queries (illegal stays in the USA, deportations, terrorist activities, etc.)
- Name, address, period and type of education from primary school onwards
- Countries travelled to in the last 5 years
- Membership in social/charitable/professional organisations
- Information on knowledge of handgun handling/chemistry etc.
- Information on possible military service
- Please note: This information varies depending on the applicant and the requirements of the US authorities.
- Other relevant information for US projects (e.g.: Concerns, intended and previous entries, previous US visas, length and place of stay, purpose of entry, citizenship, etc.).

## Rights as a data subject

The personal data collected by us will be stored until the expiry of the legal obligation to keep records according to § 238 and § 257 HGB (German Commercial Code) and, if applicable, a safety margin due to the statute of limitations of 4 years and then deleted unless you have consented to further storage according to Art. 6 para. 1 p. 1 lit. a DSGVO. In accordance with Article 17 DSGVO, I can request information about the stored data free of charge at any time and obtain insight into it. The information can be provided in writing via [datenschutz@usvisaservice.de](mailto:datenschutz@usvisaservice.de).

Pursuant to Art. 17 DSGVO, you have the right to request the deletion of your personal data stored by us, unless the processing is necessary for the exercise of the right to freedom of expression and information, for compliance with a legal obligation, for reasons of public interest or for the assertion, exercise or defense of legal claims.

Pursuant to Art. 7 (3) DSGVO, you may revoke your consent once given at any time vis-à-vis us. This has the consequence that the data processing, which was based on this consent, will no longer take place in the future. The information can be provided in writing via [datenschutz@usvisaservice.de](mailto:datenschutz@usvisaservice.de).

## Right of appeal to the supervisory authority

In the event of breaches of the GDPR, you have the right to complain to the supervisory authority about the processing of your personal data.

## Storage period of your personal data

We will delete your personal data as soon as it is no longer required for the above-mentioned purposes. After termination of the contractual relationship, your personal data will be stored as long as we are legally obliged to do so.

In accordance with the General Data Protection Regulation, you can request the correction (Art. 16), blocking (Art. 18) and deletion (Art. 17) of your stored data at any time and free of charge. A request for deletion must be made in writing by letter (The American Dream - US Visa Service GmbH, Danckelmannstr. 9, 14059 Berlin) or via e-mail to [datenschutz@usvisaservice.de](mailto:datenschutz@usvisaservice.de).

The storage periods thereafter are up to ten years.

## Transfer of personal data to a third country

Due to our services related to visas for the USA, it is unavoidable that personal data are transmitted to a third country. However, this is only done at the express request of the applicant and after prior knowledge of the data to be transferred.

The American Dream - US Visa Service expressly points out that, despite all technical precautions, the Internet does not permit absolute data security. It is not liable for the actions of third parties.

## Information on the right to object according to Art. 21 DSGVO

You have the right to revoke the consent you have given voluntarily at any time and without giving reasons to The American Dream - US Visa Service GmbH.

Your revocation can be made in writing by e-mail to [datenschutz@usvisaservice.de](mailto:datenschutz@usvisaservice.de) or by post to The American Dream - US Visa Service GmbH, Danckelmannstr. 9, 14059 Berlin, without incurring any costs.

We will then no longer process your personal data. Unless we can demonstrate compelling legitimate grounds for processing the data that override your interests, rights and freedoms, or the processing serves the assertion, exercise or defence of legal claims.

## Contact details of the data protection officer

### **sdw consulting**

Sankt-Nikolaus-Siedlung 14 | 42781 Haan | Germany

**Phone:** +49 160 95166923

**E-mail:** [datenschutz@sdw-consulting.de](mailto:datenschutz@sdw-consulting.de)    **Web:** <http://www.sdw-consulting.de>

## Consent Data Protection

- yes  no I expressly consent to the processing and use of my personal data by The American Dream - US Visa Service GmbH in compliance with data protection regulations for the purpose of the visa application, as well as for the general, proper fulfilment of the contract and, if necessary, to pass this data on to third parties (e.g. tax office, DATEV computer centre).
- yes  no I consent to be contacted for the above purposes by telephone, as well as in writing by e-mail.

-----  
Place, date

-----  
Name in print letters

-----  
Client's signature