

**INFORMATION NOTICE**  
**CONCERNING THE PROCESSING OF PERSONAL DATA**  
**BY GARMIN (EUROPE) LTD.**

Effective date: 5 November 2018

This Information Notice concerning the processing of personal data is to inform you that an employee of Garmin (Europe) Ltd. has provided your contact details to us as their next of kin for use in the case of an emergency.

Current data protection law requires us to provide you with information regarding the storage of your contact details, and this information is set out below.

**Controller.** Garmin (Europe) Ltd. is the Controller of your personal data. We are located at Liberty House, Hounsdown Business Park, Southampton SO40 9LR, United Kingdom. Our phone number is +44 23 8052 4000.

**Purpose of Processing.** We process your personal data for the purpose of being able to contact you in the case of an emergency involving our employee. The lawful basis for this processing is our legitimate interest in having emergency contact information readily available and making contact with next of kin in the case of an emergency with our employee.

**Personal Data.** The personal data involved in this processing is your contact details, such as your name, address, phone number, and relationship to our employee.

**Recipients of the Personal Data.** We use a third party, ADP, for our payroll and HR system. Were our business to be sold, your contact details would be transferred to the purchaser so that they could process them in the same way as we do now.

**Retention Period.** We will keep your personal data on file as long as the employee is employed by us or until the employee changes the next of kin.

**Your Rights.** You can, at any time, ask us to tell you what personal data we hold about you, and if that data is wrong or incomplete, we will ensure that it is corrected upon you notifying us. You may also have rights to object to processing or request restriction of processing. You also have the right to lodge a complaint with the Office of the Information Commissioner ("ICO"). Their website is found at <http://www.ico.org.uk>. To exercise any of these rights, please send your request to the following address:

Garmin (Europe) Ltd.  
Attn: Director of Human Resources, EMEA  
Liberty House  
Hounsdown Business Park  
Southampton SO40 9LR  
United Kingdom