

**APPLICATION FOR MEMBERSHIP**

I herewith request membership admission to the club *Raumfahrt Historisches Archiv Bremen e.V.*

The personal data below will be processed electronically for the purpose of membership administration. I herewith give my consent to the processing of my personal data by the club. Furthermore, I agree to the usage of my E-Mail addresses and telephone numbers indicated on this application for communication purposes. The club commits itself, not to pass the referenced E-Mail addresses and telephone numbers to third parties and not to use them for advertising purposes.

I confirm that I have read the information related to the acquisition and processing of personal data acc. to Article 13 of the **EU General Data Protection Regulation (GDPR)** referenced on page 2 of this application.

Important notice:

- Please fill out and sign this application for membership and mail by letter to the address of the club noted on page 2.
- The annual membership fee of currently **20,00 € (Twenty EUR)** has to be paid in the first quarter of each year.
- If direct debiting of the annual membership fee by the club is desired, the Direct SEPA-Debit authorization is to be filled out and signed in addition

*) Academic Title		*) First Name, Middle Initial		*) Last Name	
*) Street and Street Number		*) Zip Code		*) City and Country	
*) Mobile-Telephone (private)		*) E-Mail Address (private)			
*) Telephone (private)		Profession		*) Date of Birth	
Company Name (Employer)				Org.-ID / No.	
Telephone (Business)		E-Mail Address (Business)			
*) City and Date			*) Signature (Applicant)		

Legend:  
\*) = Mandatory Fields

**SEPA-Debit Note - (Direct Debit Authorization)**

I herewith authorize the club *Raumfahrt Historisches Archiv Bremen e.V.* to collect the annual membership fees from my account by direct debit.

For contribution administration purposes the bank data filled out by myself will be processed electronically. I herewith give my consent to the processing of my bank data by the club. I confirm that I have read the information related to the acquisition and processing of personal data acc. to Article 13 of the EU General Data Protection Regulation (GDPR) referenced on page 2 of this application.

Important notice:

- I am entitled to request the reimbursement of the amount debited within a period of 8 weeks starting with the date of direct debit. Those conditions agreed with my bank will apply.
- If my account should not have sufficient coverage, the bank in charge of my account is not obligated to transfer the amount. In case of rejection the resulting banking fees are charged to my burdens.
- The Management Board will supplement the Mandate Reference "RHA....." with a 3-digit membership number and an alphabetic index after entry in the club. Thereafter, along with the stipulated preliminary information regarding the SEPA-Debit procedure, I will receive a copy of the SEPA debit (Direct Debiting Mandate) for my file.

Creditor-ID		Mandate Reference	
DE 31 BRE 0000 8283 73		R H A	
*) First Name / Middle Initial (Account Holder)		*) Last Name (Account Holder)	*) Start of Payment (Calendar Year)
*) Name of Bank			
*) IBAN		*) BIC	
*) Location and Date			*) Signature (Account Holder)

Legend:  
\*) = Mandatory Fields

## Reporting Requirements related to Acquisition of Personal Data acc. to Art. 13 GDPR

### 1. Name and Contact Data of the Responsible

Name of the Club: **Raumfahrt Historisches Archiv Bremen e.V.** (in short: RHA)  
Address: . . . . . P.O. Box 28 61 56, D-28361 Bremen (Germany)  
Tel.: . . . . . +49-421-5 970 940 (available only on Tuesdays from 10:00 a.m. to 1:00 p.m. and from 2:00 p.m. to 4:00 p.m. – local time)  
E-Mail: . . . . . [info@raumfahrt-archiv-bremen.de](mailto:info@raumfahrt-archiv-bremen.de)  
Management Board: **Ulrich Bremer**      **Rüdiger Kledzik**      **Rolf B. Krukenberg**      **Reiner Nürge**  
(1. Chairman)                      (2. Chairman)                      (Secretary)                      (Treasurer)

### 2. Objectives and Legal Bases

The following personal data will be processed by the RHA:

- For the purpose of membership administration, the RHA collects and processes those personal data of the members that are retrieved in this application for membership. These data will be supplemented with Club-related data. The legal basis is specified in Art. 6 Para. 1 lit. b) GDPR.
- For the purpose of contribution administration the RHA will work with the banking data of those members using cashless transactions. Provided that participation in the SEPA Direct Debit Scheme is chosen, this includes the name of the account holder, name of the bank, BIC, IBAN, mandate reference, date of the mandate and the year of the first direct debit . The legal basis is specified in Art. 6 Para. 1 lit. b) GDPR.

### 3. Maximum Storage Time

- All data required for membership administration will be deleted 10 years after termination of the membership.
- All data required for contribution administration will be deleted according to tax law regulations in Germany, currently after 10 years.

### 4. Data Protection Rights (Data Subjects Rights)

Each person concerned can defeat his rights (data subject rights) vis-à-vis the responsible, using E-Mail, Mail or a provided Form. Even telephone inquiries are possible. However, telephone inquiries are only accepted, but not answered by telephone. The responsible selects the medium (Mail, E-Mail, or other media) and sends the answer to the request to the person concerned. Answers to requests of data subject rights are free of charge. Excessive exercises of the rights can result in a fee. Answers will be send within the legal deadline of one month. In exceptional cases, the timeframe for answers can be prolonged (i.e., high number of requests or high complexity of the request). The extension of the timeframe must be justified.

For a better overview, the data subject rights are listed briefly below:

- **Right of access**
- **Right to erasure**
- **Right to data portability**
- **Right to object**
- **Right to rectification**
- **Right to restriction of processing**
- **Right to withdraw a consent**
- **Right to lodge a complaint @ a supervisory authority**

The person concerned must authenticate him-/herself to the responsible in order to ensure that he/she is legitimated to exercise the data subject rights.

In the state of Bremen (Germany), the **supervisory authority** in charge of data protection complaints is the **Office for Data Protection and Freedom of Information** (contact data):

Die Landesbeauftragte für Datenschutz und Informationsfreiheit der Freien Hansestadt Bremen  
Arndtstraße 1, D-27570 Bremerhaven (Germany), Tel: +49-471-596-2010 / +49-421-361-2010,  
Fax: +49-411-496-18495, E-Mail: [office@datenschutz.bremen.de](mailto:office@datenschutz.bremen.de), Web: [www.datenschutz.bremen.de/](http://www.datenschutz.bremen.de/)

### 5. Obligation to Provide Data

Data required only for the purposes and tasks in conjunction with the RHA membership must be provided to the club. The request to erase these data will inevitably cause the immediate cancellation of the club membership.