



**RECLAMEPRODUCTIES**

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## Privacy Statement TVE Reclameproducties B.V.

### Introduction

This Privacy Statement applies to all personal data that TVE Reclameproducties B.V., hereinafter referred to as We, processes for the purposes mentioned below. By 'personal data' is meant: all information with which someone can be identified as an individual. This Privacy Statement describes how we process and secure personal data.

We take privacy seriously and as the controller will take appropriate technical and organizational measures to protect personal data against loss or against any other form of unlawful processing. Only authorized personnel of our own or service providers engaged by us have access to personal data.

We only make personal data and information available to third parties who either act in accordance with their relevant legal obligations or have committed themselves in writing to process the personal data in accordance with this Privacy Statement and the applicable privacy regulations.

By providing us with personal data, it is hereby acknowledged that this Privacy Statement has been read and understood and we are granted permission to process the personal data in the manner described herein. It is not mandatory to provide personal information to us, but that may mean that we can't provide our services.

### For what purposes do we process personal data?

We collect, process and store personal data for the following purposes:

- delivery products,
- acceptance, processing and execution of an order
- advisory services
- other services
- relationship management (including newsletters, marketing messages)
- information to third parties on the basis of legal obligations

### Which personal data do we process?

If you place an order, we need your name, e-mail address, billing address, delivery address, telephone number, Chamber of Commerce number, VAT number and contact person. We store this information in order to provide you with a good service, to place a next order or to request information in the future.

### What legal basis do we use for the processing of personal data?

The legal basis for our processing of personal data for the abovementioned purposes is the consent granted or our statutory duty, or a combination thereof. The right is to withdraw the consent granted at any time. The withdrawal of consent does not affect the legality of the processing prior to that withdrawal.



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**Which personal data do we process - and how?**

When we are approached for advice or an assignment is given to us, we include the (personal) data provided in our database(s) with (potential) clients, to be able to manage these and to contact them.

We process personal information provided directly to us, other information provided in the context of the service (including personal data) and the correspondence with us about the assignment.

**How long do we keep personal data?**

We retain personal data as long as necessary to execute and complete the assignment and (i) as long as we are legally obliged to keep it and (ii) as far as reasonably necessary to protect our legal interests. After the expiration of this period we will delete personal data from our systems.

**When do we provide personal data to third parties?**

We will not provide personal data to third parties for direct marketing purposes (for example for sending advertising). We can provide personal data to third parties if this is necessary for the adequate provision of the agreed services and to our bank, insurer, accountant and (or) professional advisers.

We may also provide (personal) information to third parties if we are obliged to do so on the basis of legal provisions, we are compelled to do so as a result of a lawsuit or in the event that we consider this necessary in order to protect our own rights.

If we provide personal information to third parties, we will ensure that these third parties will process the personal data in accordance with this Privacy Statement and, for the rest, guarantee the confidentiality, integrity and availability of the personal data.

**We may pass on personal data to parties outside the EEA.**

If and insofar as personal data are passed on to clients or other third parties, located in countries outside the European Economic Area (the EU plus Norway, Liechtenstein and Iceland), such a transfer will only take place if that country guarantees an appropriate level of security.

**How is access to (personal) data possible and how can they be adapted?**

Personal data (the processing of) can be viewed and corrected. Everyone can contact us freely and at reasonable intervals with the request to communicate to what extent personal data are processed. To protect privacy, we will first need to properly establish the identity of the applicant in this respect. In principle, we will then communicate in writing within a month whether and, if so, how we process the personal data.

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We may then be requested to correct, supplement, delete or screen these data if these are factually incorrect, incomplete or irrelevant for the purpose or purposes of the processing or otherwise contrary to a legal requirement will be processed.

We will inform you in writing within a month of receipt of the request whether or not to what extent we comply with the request. A refusal is reasoned. A decision to improve, supplement, remove or protect is implemented as soon as possible.

When we delete personal data, we will only keep an anonymous archive copy of the data. If the personal data were also accessible to clients or other third parties, we are not able to remove the data from their systems. In that case, a request must be made to those third parties to delete the data.

### **Cookies, or similar techniques, that we use .**

TVE Reclameproducties B.V. uses functional, analytical and tracking cookies. A cookie is a small text file that is stored in the browser of your computer, tablet or smartphone when you first visit this website. TVE

Reclameproducties B.V. uses cookies with a purely technical functionality. These ensure that the website works properly and that, for example, your preferred settings are remembered. These cookies are also used to make the website work well and to optimize it. In addition, we place cookies that keep track of your surfing behavior so that we can monitor the use of our website and we can offer customized content and advertisements.

On your first visit to our website we have already informed you about these cookies and we have asked you for permission to place them.

You can opt out of cookies by setting your internet browser so that it does not store cookies anymore. In addition, you can also delete all information previously saved via the settings of your browser.

### **This Privacy Statement can be changed!**

This Privacy Statement can be changed. These changes will then be announced.

### **Questions or complaints about the processing of personal data.**

For questions or complaints about this Privacy Policy, an e-mail can be sent to TVE Reclameproducties B.V. We request that anyone who believes that we act in violation of applicable laws and regulations regarding the protection of personal data in the performance of our work, let us know via the e-mail address above. We will respond within a reasonable time and in principle within one month.

There is also the possibility of submitting a complaint to the Authority about our course of action Authority Personal data, PO Box 93374, 2509 AJ 's-GRAVENHAGE.

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