

PRIVACY STATEMENT

Flikkema Business Solutions, located at Bantpolder 56 3825JN Amersfoort, is responsible for the processing of personal data such as shown in this privacy statement.

Contact details:

www.flikkema.eu

Bantpolder 56 3825JN Amersfoort

+31(0)681075812

Maarten Flikkema is the Data Protection Officer of Flikkema Business Solutions. He can be reached via MF@flikkema.eu.

PERSONAL DATA THAT WE PROCESS

Flikkema Business Solutions processes your personal data because you use our services and / or because you provide these to us yourself. Below you will find an overview of the personal data that we process:

- First and last name
- Address
- Work Telephone number
- Work E-mail address
- Any other contact detail you provide which is relevant for the execution of the assignment.

SPECIAL AND / OR SENSITIVE PERSONAL DATA THAT WE PROCESS

Our website and / or service does not intend to collect data about website visitors under the age of 16. Unless they have permission from parents or guardian. However, we cannot check whether a visitor is older than 16. We therefore advise parents to be involved in the online activities of their children, to prevent information about children being collected without parental consent. If you are convinced that we have collected personal information about a minor without that permission, please contact us via MF@flikkema.eu and we will remove this information.

FOR WHAT PURPOSE AND ON WHAT BASIS WE PROCESS PERSONAL DATA

Flikkema Business Solutions processes your personal data for the following purposes:

- Handling your payment
- Being able to call or e-mail you if this is necessary to be able to perform our services
- Inform you about changes to our services and products
- To deliver goods and services to you

AUTOMATED DECISION MAKING

Flikkema Business Solutions makes no decisions based on automated processing on issues that may have (significant) consequences for people. This is about decisions made by computer programs or systems, without a human being (for example an employee of Flikkema Business Solutions).

HOW LONG WE KEEP PERSONAL DATA

Flikkema Business Solutions does not store your personal data for longer than is strictly necessary to achieve the purposes for which your data is collected. We use the following retention periods for the following (categories) of personal data:

- First and last name, Work Telephone number and Work E-mail address are kept for 2 years after last contact.

SHARING OF PERSONAL DATA WITH THIRD PARTIES

Flikkema Business Solutions does not sell your information to third parties and only provides this if this is necessary for the implementation of our agreement with you or to comply with a legal obligation. We conclude a processing agreement with companies that process your data on our behalf ensure the same level of security and confidentiality of your data. Flikkema Business Solutions remains responsible for these processes.

COOKIES, OR SIMILAR TECHNIQUES, THAT WE USE

Flikkema Business Solutions uses only technical and functional cookies. And analytical cookies that do not infringe on your privacy. A cookie is a small text file that is stored on your computer, tablet or smartphone when you first visit our website. The cookies we use are necessary for the technical operation of the website and your ease of use. They ensure that the website works properly and remember, for example your preferred settings. We can also use this to optimize our website. You can opt out of cookies by setting your internet browser so that it no longer stores cookies. In addition, you can also delete all information that was previously saved via the settings of your browser.

VIEW, MODIFY OR DELETE DATA

You have the right to view, correct or delete your personal data. In addition, you have the right to request your consent for the withdraw data processing or object to the processing of your personal data by Flikkema Business Solutions and you are entitled to data portability. This means that you can submit a request to us for the personal data that we hold about you in a computer file to be sent to you or another organization mentioned by you. You can request your access, correction, deletion, data transfer send personal data or request to withdraw your consent or objection to the processing of your personal data to MF@flikkema.eu. To be sure that the request for inspection has been made by you, we ask you to send a copy of your proof of identity with the request. Make in this copy your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Citizen service number (BSN) black. This to protect your privacy. We will respond to your request as quickly as possible, but within four weeks. Flikkema Business Solutions also wants to point out that you have the possibility to file a complaint with the national data protection authority, the Dutch Data Protection Authority. This is possible via the following link: <https://autoriteitonderwerpen.nl/nl/contact-met-de-autoriteit-persoongegevens/tip-ons>

HOW WE PROTECT PERSONAL DATA

Flikkema Business Solutions takes the protection of your data seriously and takes appropriate measures to prevent abuse, loss, unauthorized access, prevent unwanted disclosure and unauthorized changes. If you have the impression that your data is not properly protected or there are indications of it abuse, please contact us via MF@flikkema.eu.