

## PRIVACY STATEMENT

### Introduction

We respect the privacy of people who provide personal data to us. The personal data you provide will be secured by us and will be treated confidentially. We conform to the General Data Protection Regulation (GDPR), the Telecommunications Act and the privacy regulations.

In this privacy statement we inform you about the purposes that we use your personal data for. We will only process the acquired personal data for the purposes for which these have been provided. We furthermore explain to you in which way we use your personal data and which retention periods will apply.

### Which personal data do we process and for what purpose?

We process the personal data we require for your participation in an event or campaign. In many cases we will then request the following personal data: name, address, place of residence and telephone number of the participant, gender, date of birth, titles, position, name of company and bank details (if required for payment or security). We require these personal data in order to offer, deliver and invoice our services for an event.

We will not surrender your personal data to third parties, without your prior consent, unless we are obliged to do so under the law or a court order or in case of another vital interest on your part. In the latter case, this may refer to health data, should you fall ill during an event.

In order to execute the agreement, we require these personal data to enable your participation in the event or campaign, provide for your overnight stay at a hotel, comply with catering wishes and to enable invoicing. Besides this, we need these data to meet specific wishes.

We will keep these personal data until the agreement with you has been performed and up

to 7 years after that as this is expected of us by the tax authorities.

We collaborate with certain companies. It means that these companies may receive your personal data. They will use your personal data for the sole purpose of the execution of the event and for providing you with tailor-made information. If partners are located outside the European Economic Area we will always seek your permission before providing them with your personal data.

### Internet sites from third parties

On our website you will come across links to other websites. This privacy statement does not refer to these. This also applies to the social media buttons on our website. These websites may have another privacy policy, which we have no influence on. This privacy statement only applies for personal data you submit to us (be it personally or through the website). You will bear responsibility yourself for clicking on these buttons and for making your information known.

We use the provided personal data only for the purposes as we described here above. We may forward the bank data you submitted to a third party to process payment. As processor, this third party will also be obliged to conform to the privacy rules, which we have laid down in writing.

### Contact form and newsletter

You can use the contact form to ask us questions. By using it, you grant us permission to approach you to make an appointment or to send you specific information.

You have the option to subscribe to our newsletter, for which we use your telephone number, e-mail address and name. We have a legitimate interest in keeping these data, to be able to reach you. We will keep these personal

data until we are assured that your questions have been answered and until six months after this in case of a possible follow-up conversation.

You can subscribe to our newsletter. This subscription can be cancelled at any time. Each newsletter has a link to cancel the subscription. These data are kept until three months after the subscription to the newsletter has been cancelled. You may also send us an e-mail message to unsubscribe.

### **Sensitive information**

If possible, we will remove any special personal data (health, race, etc.) from the questions, complaints and other matters. We do not collect special personal data, such as data about your health (or other special personal data), unless this is required to execute an event and only with your permission.

### **Cookies**

We use cookies on our website. Cookies are small text files that are placed on your computer, tablet or mobile phone by an internet page. This is done at the moment you visit our website. We use the cookies on our website mainly to improve its operation. On such occasions when we request your information on our website, this will be to enable us to provide you with a proper response or because you register for something.

We will use these data only for that purpose and we will not share these with third parties. We refer to the following data in this regard: the browser that is used, the time and duration of your visit, the pages that were visited and error messages. You can remove these cookies yourself by accessing the settings on your computer and delete the browser history there.

### **Rights pertaining to personal data**

You may always contact us if you have any questions or if you wish to know which personal data we have of you. You are entitled to the following:

1. to receive an explanation about the personal data we process and what we use these for;
2. to be allowed to view your personal data;
3. the correction of errors;
4. the removal of obsolete data;
5. to revoke permission;
6. to object to certain use; and
7. to transfer your data to a third party.

If, in your opinion, we do not assist you properly, you will have the right to lodge a complaint to the contact person of the Dutch Data Protection Authority listed here below.

### **Miscellaneous**

We may adapt the Privacy Statement from time to time. This Privacy Statement is subject to Dutch law. Any possible disputes may be submitted to the competent court in Utrecht.

### **Contact information**

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