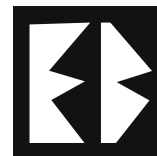


## PRIVACY POLICY



BorchertWorks, located at Oosterkade 2 B-1, 9711 RS Groningen, is responsible for the processing of personal data as shown in this privacy statement.

Contact details:

[www.borchertworks.nl](http://www.borchertworks.nl)

Oosterkade 2 B-1

9711 RS Groningen

06 20299145

Emil Borchert is the Data Protection Officer of BorchertWorks. He can be reached at [emilborchert@home.nl](mailto:emilborchert@home.nl)

**BorchertWorks**

📞 06 202 99 145

✉ [emilborchert@home.nl](mailto:emilborchert@home.nl)

📱 @BorchertWorks

### Personal data that we process

BorchertWorks processes your personal data because you use our services and / or because you provide it to us yourself.

Below you will find an overview of the personal data that we process:

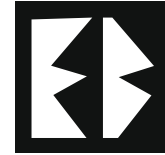
- First and last name
- Gender
- Address details
- Telephone number
- E-mail address
- IP Address
- Other personal details that you actively provide, for example by making a profile on this website, in correspondence and by telephone
- Location data
- Customer contact details via an app
- Internet browser and device type
- Bank account number

### Special and/or sensitive personal data that we process

Our website and/or service does not have the intention of collecting data about visitors who are younger than 16 years old. Unless they have permission from their parents or guardian. However, we cannot verify whether a visitor is younger than 16 years old. We therefore recommend that parents be involved in the online activities of their children in order to prevent data being collected on children without parental permission. If you are convinced that we have collected personal data on a minor without such consent, please contact us at [emilmartinborchert@home.nl](mailto:emilmartinborchert@home.nl) and we will delete this information.

### For what purpose and on what basis do we process personal data?

- Processing your payment
- Sending you our newsletter and/or advertising folder
- To be able to call you or send you an e-mail if this is necessary in order to carry out our services
- To inform you about changes to our services and products
- To offer you the possibility to create an account
- To deliver goods and services to you
- BorchertWorks also processes personal data if we are legally obliged to do so, such as data that we need for our tax declaration.



### **Automated decision-making**

BorchertWorks does not make any decisions on the basis of automated processing about matters which could (significantly) affect people. These are decisions which are made by computer programs or systems, without a human being (for example an employee of BorchertWorks) being involved.

BorchertWorks will keep your personal data no longer than strictly necessary to fulfill the purposes for which your data are collected. Your data will be kept as long as you are customer / client with us.

### **Sharing of personal data with third parties**

BorchertWorks will not sell your details to third parties and will only provide them if this is necessary for the execution of our agreement with you or to comply with a statutory obligation. With companies that process your data on our behalf, we conclude a processor agreement to ensure the same level of security and confidentiality of your data. BorchertWorks remains responsible for this processing.

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

BorchertWorks uses only technical and functional cookies and analytical cookies that do not infringe your privacy. A cookie is a small text file which, when visiting this website for the first time, is stored in the browser of your computer, tablet or smartphone. BorchertWorks uses cookies with a purely technical functionality. These ensure that the website works properly and that, for example, your preferences are remembered. These cookies are also used to make the website work properly and to optimize it. During your first visit to our website, we have already informed you about these cookies and asked your permission to place them.

You can unsubscribe from cookies by configuring your internet browser in such a way that it does not store any more cookies. In addition, you can delete all information previously stored using your browser settings.

### **Reviewing, modifying or deleting data**

You have the right to inspect, correct or delete your personal data. In addition, you have the right to withdraw your consent for data processing or to object to the processing of your personal data by BorchertWorks and you have the right to data portability. This means that you can submit a request to us to send the personal data we have on you in a computer file to you or another organisation named by you.

You can send a request for inspection, correction, deletion, data transfer of your personal data or a request to withdraw your permission or to object to the processing of your personal data to [emilborchert@home.nl](mailto:emilborchert@home.nl).

To make sure that the request for inspection was made by you, we ask you to send a copy of your proof of identity along with the request. In this copy, please make sure that your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Citizen Service Number (BSN) are blacked out. This is to protect your privacy. We will respond to your request as soon as possible, but within four weeks.

BorchertWorks would also like to point out that you have the option of submitting a complaint to the national supervisory authority, the Autoriteit Persoonsgegevens. This can be done via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

### **How we secure personal data**

BorchertWorks takes the protection of your data seriously and takes appropriate measures to prevent abuse, loss, unauthorized access, unwanted disclosure and unauthorized changes. If you have the impression that your data is not properly secured or there are indications of abuse, please contact our Data Protection Officer at [emilborchert@home.nl](mailto:emilborchert@home.nl).