

Solid Install B.V.
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Adopted 2 January 2019

Solid Install B.V. with its registered office at Kabelweg 94, 2371 DX Roelofarendsveen, the Netherlands, is responsible for the processing of personal data as set out in this privacy statement.

The personal data we process

Solid Install B.V. processes your personal data because you use our services and/or because you have provided these to us yourself.

Solid Install B.V. receives personal data by:

1. Telephone contact
2. E-mail traffic
3. A contract / agreement
4. Third parties arising from a cooperation, only if there is a processing agreement
5. Contact form website
6. Face-to-face contact

An overview of the personal data we process has been provided below:

1. First and last name
2. Gender
3. Date of birth (if applicable in connection with the business operations)
4. Place of birth (if applicable in connection with the business operations)
5. Address details
6. Telephone number
7. E-mail address
8. Other personal data and/or documentation you provide actively in correspondence and by telephone, and that are relevant to the business operations.
9. Bank account number (if applicable in connection with the business operations)
10. Citizen service number (only for employees and freelancers if applicable)

Special and/or sensitive personal data

Our services are **not** intended to collect data concerning persons below the age of 16. If you are convinced that we collected personal data concerning a minor without consent, please contact us and we will remove this information.

For what purpose and on what basis we process personal data

Solid Install B.V. processes your personal data for the following purposes:

1. To process your payment
2. To be able to call or e-mail you if this is necessary to be able to provide our services
3. To deliver goods and provide services to you
4. Solid Install B.V. also processes personal data if we are required by law to do so, such as data we require for our tax return.
5. Personnel: for the personnel administration, the salary administration and payment and for processing income tax and social insurance contributions.

Automated decision-making

Solid Install B.V. does **not** make decisions about matters that could have (considerable) consequences for persons on the basis of automated processing. This concerns decisions that are made by computer programs or systems, without human intervention (such as a Solid Install B.V. employee).

How long we retain personal data

Solid Install B.V. retains your personal data no longer than is strictly necessary to realize the purposes for which your data are collected. We apply a retention period of at most 7 years for all categories of personal data in order to be able to comply with our statutory obligations.

Sharing personal data with third parties

Solid Install B.V. does **not** sell your data to third parties and only provides them if this is necessary to perform our agreement with you, to comply with a legal obligation or with your consent. We conclude a processing agreement with companies that process your data on our instructions in order to ensure an identical level of security and confidentiality of your data. Solid Install B.V. remains responsible for this processing.

Cookies, or similar technologies, applied by us

Solid Install B.V. uses only technical-, functional- and analytical cookies that do not infringe your privacy. The information that Google collects is anonymous and cannot be traced back to a person. Google cannot use the data for other purposes and other services.

A cookie is a small text file that is stored on your computer, tablet or smartphone when you first visit this 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 preferences. We can also optimize our website with this. 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.

Inspection, adjustment or removal of data

You have the right to inspect, correct or remove your personal data. You also have the right to withdraw your possible consent regarding the data processing or to object to the processing of your personal data by Solid Install B.V. and you are entitled to data portability. This means that you have the right to submit to us a request for sending your personal data available to us in a computer file to you or to another organization indicated by you.

You can send a request for inspection, correction, removal, data transfer of your personal data or a request for withdrawal of your consent or an objection to the processing of your personal data to gdpr@solidinstall.nl

We request that you enclose a copy of your ID with the request so that we can be certain that the request for inspection was made by you. In this copy, you should black out your photo, MRZ (machine-readable zone, which is the series of numbers at the bottom of the passport), the passport number and the citizen service number. You can do so by downloading the "KopieID" app from the Government that can be downloaded in the Apple App Store, the Google Play Store and for the Windows Phone. Such in order to protect your privacy. We will respond to your request as soon as possible, but in any event within four weeks.

Solid Install B.V. also wishes to point out that you have the option of submitting a complaint to the national supervisory authority, which is the Dutch Data Protection Authority. You can do so via the following link:

<https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

Consequences of not providing personal data

Failure to provide your personal data may mean that the agreement with you (or the party you work for) cannot be performed. As regards employees; it is not possible to work for us if the personal data are not provided to us.

How we secure personal data

Solid Install B.V. takes the protection of your personal data seriously and implements suitable measures to avoid abuse, loss, unauthorized access, undesirable disclosure and unauthorized alteration. If you have the impression that your personal data are not secured properly or that there are indications of abuse, please contact us via gdpr@solidinstall.nl

On behalf of Solid Install B.V.:



Mr. G.G. Hogenboom



Mr. S.G.C. Warmerdam