

Privacy Statement of UDEB Administratiekantoor BV

During the processing we conform to the requirements of the applicable data protection legislation. This means we:

- **clearly specify our purposes** before we process personal data, by using this Privacy Statement;
- **limit our collection of personal data** to only the personal data needed for legitimate purposes;
- first **ask for explicit permission** to process your personal data in cases where your permission is required;
- take **appropriate security measures** to protect your personal data and we demand the same from parties who process personal data on our behalf;
- **respect** your right to inspect, correct or delete your personal data held by us.

UDEB Administratiekantoor BV is the party responsible for all data processing. In this privacy statement, we will explain what kind of personal data we collect and for which purposes within our website www.udeb.nl. We recommend that you read it carefully.

Contact Form

You can use our contact form to ask questions or make any request.

For this purpose, we use your name and address details, phone number and email address. We do this on the basis of your consent. We store this information until we are sure that you are satisfied with our response and two months thereafter. This way we can easily access the information in case you have any following questions and train our customer service to improve even more.

Providing Data to Third Parties

We only provide your personal data to other companies or organizations to be able to provide our services. These organizations receive your personal data with the purpose of the execution of our agreement.

Cookies

Our website makes use of cookies. Cookies are small files in which we can store information, so that you do not have to fill that information again. We can also use them to see whether you are visiting us again.

The first time you visit our website, we will show you a notification explaining our cookies and ask for your permission for the use of these cookies.

You can disable the use of cookies through your browser setting, but some parts of our website may not work properly as a result of that.

Security

We take security measures to reduce misuse of and unauthorized access to personal data. We take responsibility in the security of your personal data. We renew our security measures to ensure safe storage of personal data and keep track what might go wrong.

Changes to this Privacy Statement

We reserve the right to modify this statement. We recommend that you consult this statement on a regular basis, so that you remain informed of any changes.

Inspection and Modification of your Data

You can always contact us if you have any questions regarding our privacy policy or wish to review, modify or delete your personal data.

You have the following right:

- Being informed on which personal data we have and what we are using it for;
- Inspection of the personal data that we keep from you;
- Having incorrect data corrected;
- Request to delete outdated personal data;

- Revoke your consent;
- Object to certain uses.

Please note that you always make clear who you are, so that we can assure that we do not modify or remove the data from the wrong person.

Complaints

If you think that we are not helping you in the right way, you have the right to lodge a complaint at the authority. For The Netherlands, this is the Autoriteit Persoonsgegevens.

Contact details

UDEB Administratiekantoor BV
Binderij 3P
1185 ZH Amstelveen
info@udeb.nl