

Privacy declaration

Cindy Hartmann Design, located at Berikstraat 1a 6082 AM Buggenum, the Netherlands is responsible for the processing of personal data as shown in this privacy statement.

Contact details:

<http://www.cindyhartmannndesign.com>

Cindy Hartmann is the Data Protection Officer of Cindy Hartmann Design.

She can be reached at hello@cindyhartmannndesign.com

Personal data that we process

Cindy Hartmann Design 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 we process:

- Company names
- First and last name
- Address data from companies
- Company phone numbers
- E-mail addresses
- Bank account numbers
- Chamber of commerce registration numbers
- Social media account names
- client numbers, project number, invoice numbers, quote numbers, VAT numbers

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 parental or guardian consent. 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, in order to prevent data about children from being collected without parental consent. If you are convinced that we have collected personal information about a minor without this permission, please contact us at hello@cindyhartmannndesign.com and we will delete this information.

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

Cindy Hartmann Design processes your personal/company data for the following purposes:

- Sending our newsletter, portfolio, quotations and invoices
- To be able to call or e-mail you if this is necessary to carry out our services
- To inform you about changes to our services and products

- To deliver goods and services to you
- Cindy Hartmann Design analyzes your behavior on the website in order to improve the website and to tailor the range of products and services to your preferences.
- Cindy Hartmann Design follows your surfing behavior on various websites with which we tailor our products and services to your needs.
- Cindy Hartmann Design also processes personal data if we are legally obliged to do so, such as data that we need for our tax return.
- to verify your company

Automated decision making

Cindy Hartmann Design takes #responsibility decisions based on automated processing on matters that can have (significant) consequences for people. These are decisions taken by computer programs or systems, without involving a person (for example, an employee of Cindy Hartmann Design). Cindy Hartmann Design uses the following computer programs or systems:

- #Google Analytics
- #Mailerlite
- #Showit
- #Yourhosting
- #Coolen Financieel

How long we keep personal data

Most of our data will be company data, because we deliver services business to business. Cindy Hartmann Design does not store your personal data 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:

- #10 years

Sharing personal data with third parties

Cindy Hartmann Design only provides to third parties and only if this is necessary for the execution of our agreement with you or to comply with a legal obligation.

Cookies, or similar techniques, that we use

Cindy Hartmann Design uses functional, analytical and tracking cookies. A cookie is a small text file that is stored in the browser of your computer, tablet or smartphone when you first visit this website. Cindy Hartmann Design uses cookies with a purely technical functionality. These ensure that the website works properly and that, for example, your preferred settings are remembered. These cookies are also used to make the website work properly and to optimize it. In addition, we

place cookies that track your surfing behavior so that we can offer customized content and advertisements.

On your first visit to our website, we have already informed you about these cookies and asked permission to place them.

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 previously saved via the settings of your browser.

For an explanation, see:

<https://veiliginternetten.nl/themes/positie/cookies-wat-zijn-het-en-wat-doe-ik-ermee/>

Cookies are also placed on this website by third parties. These are, for example, advertisers and/or the social media companies. Below an overview:

Cookie: Google Analytics

Name: _utma

Function: Analytical cookie that measures website visits

Retention period: 2 years]

View, modify or delete data

You have the right to view, correct or delete your personal data. In addition, you have the right to withdraw your consent to the data processing or to object to the processing of your personal data by Cindy Hartmann Design and you have the right to data portability. This means that you can submit a request to us to send the personal data we hold about you in a computer file to you or another organization mentioned by you.

You can send a request for access, correction, deletion, data transfer of your personal data or request for cancellation of your consent or objection to the processing of your personal data to hello@cindyhartmannndesign.com.

To ensure that the request for inspection has been made by you, we ask you to enclose a copy of your proof of identity with the request. Make 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 in this copy. This is to protect your privacy. We will respond to your request as quickly as possible, but within four weeks.

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

How we secure personal data

Cindy Hartmann Design takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. If you have the impression that your data is not properly secured or there are indications of abuse, please contact our customer service or via hello@cindyhartmandesign.com.