# **Privacy statement**

Florpartners considers proper processing of personal data of major importance. This is why we give you clear and transparent information in this privacy statement about how we process personal data. It goes without saying that these personal data will be treated and secured with the utmost care.

## Which data do we process?

Name and address details:

- If you seek information from us, we ask you to submit your contact details so that we can send you the information.
- If you become/are a customer, we at least need your contact details (name, address, city, telephone number and email address).
- If you apply for a job at Florpartners, we ask you for your CV and possibly other personal data. We keep these data, after your consent, for a period not exceeding twelve months after your job application.

## Why do we process your data?

Purposes for the processing of personal data are:

- The performance of our services;
- We like to keep you informed. For example, by emails and newsletters. If you prefer not to receive emails or newsletters, no problem; you can let us know directly at info@florpartners.nl.

## How do we obtain your data?

In most cases we receive the data directly from you. We record from which sources we received data to the extent possible. We inform you as much as possible about the sources from which we received the data.

# What is the legal basis to use the personal data?

- You gave your consent;
- Processing is necessary for the performance of the assignment / agreement;
- Processing is necessary to comply with a statutory obligation, for example requesting a copy of an identity document to identify you.

#### How do we secure the data?

We handle your data with care and take the necessary technical and organisational measures to secure an appropriate security level. Think of measures to safely use IT systems and to prevent improper use. But also, of a security of the physical space where the data are stored.

## How long do we retain your data?

We do not retain your data longer than strictly necessary. In some cases, the law determines how long we can or must retain data. If you have any questions, please contact us.

# With whom do we share data?

We only supply data to third parties if this is permitted by law and necessary for the performance of the assignment. Florpartners is responsible for a careful processing of your personal data.

## What are your rights?

- Access to or rectification of personal data: you have the right to ask us which personal data of you we process and to have rectified or erased incorrect data;
- To have data erased: you have the right to have erased personal details we have of you. For example, when the personal data are no longer necessary for the purposes for which they have been collected and processed, when you have withdrawn your permission for the processing, or when the personal data have not been processed correctly.

#### Social media

We place news reports on our website and via Facebook. If your data are mentioned in these news reports and they are not public yet, we will ask for your permission in advance.

# **Questions or complaints**

If you have any questions regarding this privacy statement, please contact Ronald Grootscholten (r.grootscholten@florpartners.nl).