

## **PRIVACYSTATEMENT**

Alba Verde B.V., established at St. Barbara's tuin 27, 2231 ZV in Rijnsburg (Netherlands), is responsible for the processing of personal data as shown in this privacy statement.

Contact details:

Jaap van Duijn, [info@albaverde.nl](mailto:info@albaverde.nl)

### Personal data that Alba Verde B.V. processes

Alba Verde B.V. processes your personal data because you use our services and/ or because you provide this information to us.

Below you will find an overview of the personal data that Alba Verde B.V. processes :

- First and last name
- Address data
- Telephone number
- E-mail address
- Bank details

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

Alba Verde B.V. processes your personal data for the following purposes:

- Handling your orders and payment
- Sending a newsletter and/ or advertising brochure
- We can call or e-mail if necessary to carry out our services
- To inform you about changes in our services and products
- Alba Verde B.V. also processes personal data if we are required by law to use the information we have is necessary for our tax returns.

### Automated decision-making

Alba Verde B.V. does not take decisions based on automated processing on matters that can have (significant) consequences for people. These are decisions taken by computer programs or systems, without a person (for example an employee of Alba Verde B.V. ) being involved.

### How long we store personal data

Alba Verde B.V. does not store your personal data longer than is strictly necessary to achieve the purposes for which your data is collected.

### Sharing personal data with third parties

Alba Verde B.V. does not sell your information to third parties and will only provide this information if this is necessary for the execution of our agreement with you or to comply with a legal obligation. With companies that possibly process your data in our assignment, we close a processor agreement to provide the same level of security and confidentiality of your information. We will share your information with our Debt Recovery/Tracing/Field Agents/Solicitors if you fail to pay any monies due to our company. Alba Verde B.V. remains responsible for these processing operations.

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

Alba Verde B.V. does not use cookies or similar techniques.

### View, modify or delete data

You have the right to view, correct or delete your personal data. You also have the right to withdraw your consent to the data processing or to object to the processing of your personal data by Alba Verde B.V. and you have the right to data portability. That means you may request us to send the personal information which we know of you in a computer file to you or someone else or organisation, you mentioned.

You can send a request for access, correction, deletion, data transfer of your personal data or request for withdrawal of your consent or objection to the processing of your personal data to [info@albaverde.nl](mailto:info@albaverde.nl).

In order to ensure that the request for access has been made by you, we ask you to send 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'll react as fast as possible, but within four weeks, at your request.

Alba Verde B.V. also want to remind you of the opportunity to file a complaint with the national regulator, the 'Autoriteit Persoonsgegevens'. This can be done via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

#### How Alba Verde B.V. secure personal data

Alba Verde B.V. takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. If you feel your data is still not secure or there is evidence of abuse, please contact via [info@albaverde.nl](mailto:info@albaverde.nl).