

## **Stephen Emmer B.V. - Privacy & Cookies Statement**

### **Privacy Statement**

Stephen Emmer B.V. is responsible for the processing of personal data as shown in this privacy statement.

Contact Information:

Stephen Emmer B.V.  
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Netherlands

[office@stephenemmer.com](mailto:office@stephenemmer.com)

<http://www.stephenemmer.com>

### **Personal data that we process**

Stephen Emmer B.V. processes your personal information since u used our services and / or since you provided your personal information to us yourself. Please find an overview of the personal data we process below:

- First & last name
- Address details
- Telephone number
- Email address
- Location information

### **Special and / or sensitive personal data that we process**

Our website a/o service does not intend to collect data on website visitors younger than 16 years. Unless they have permission from parents or guardians. However, we can not check if a visitor is older than 16. We encourage parents to be involved in the online activities of their children, in order to prevent data about children being collected without parental consent. If you are convinced that we have collected personal information about a minor without this consent, please contact us via [office@stephenemmer.com](mailto:office@stephenemmer.com) and we will delete this information.

### **For what purpose and on what basis do we process personal data?**

Stephen Emmer B.V. processes your personal information for the following reasons

- Handling your payment
- Sending our newsletter
- So we can call or e-mail you in case necessary to carry out our services
- Inform you about changes to our services and products
- To deliver goods and services to you
- We also process personal data if we are legally obliged to do so, such as information we need for our tax return.

### **Automated decision-making**

Stephen Emmer B.V. does not make decisions based on automated processing on matters that can have (significant) consequences for persons. This concerns decisions taken by computer

programs or systems, without involving a person (for example, an employee of Stephen Emmer B.V.).

### **How long we store personal data**

Stephen Emmer 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**

Stephen Emmer B.V. only provides personal data to third parties if this is necessary for the execution of our agreement with you or to comply with a legal obligation.

### **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 Stephen Emmer B.V. and you have the right to data portability. This means that you can submit a request to us to send the personal information we have on file to you or another organization mentioned by you.

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

To ensure that the request for access has been made by you, we ask you to send a copy of your ID 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 respond to your request as soon as possible, but no later than four weeks.

Stephen Emmer B.V. would also like to point out that you have the opportunity to file a complaint with the national supervisory authority, the Dutch Data Protection Authority. You can do this via this link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

### **How we protect personal data**

Stephen Emmer 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're under the impression that your data is not properly secured or that there are indications of misuse, please contact our customer service via: [info@StephenEmmer.nl](mailto:info@StephenEmmer.nl)

### **Cookies Statement**

#### **Cookies or similar techniques we use**

##### **Cookies**

Stephen Emmer B.V. uses 2 so-called session cookies and session storage on this website. Session cookies are functional cookies intended to make the website work properly. For the use of session cookies it is not required to first ask the internet user for permission. These cookies contain a different, temporary number each time you visit the website. The session cookies are deleted after closing your browser.

#### **1. JavaScript**

The first session cookie is being used to check whether your device, such as your computer, laptop or smartphone, supports JavaScript. JavaScript ensures that you see drop down menus on the website. If your device does not support JavaScript, the website will not display properly.

## **2. Contact Form**

The second session cookie is used by the contact form to protect the form against automated abuse. The session cookie is deleted after closing your browser. The form uses JavaScript to make it easier for the user to fill in the form.

### **Session storage**

Session storage is a form of temporary storage of data, just like session cookies are. We use session storage only to store information about the structure of the website in your browser. Session storage makes it easy for you to click or swipe through the list of topics on the website. No personal data will be processed from you.

### **Website Statistics**

We use Google Analytics to analyze which pages are visited the most, how visitors have come to our website and which search terms are used in our search engine. To this end, we collect IP addresses from our visitors, just like any website. These are stored in so-called log files. The log files are kept on the web server for 5 days so that they are available for Google Analytics. After that, the log files are kept for 90 days for security reasons only and are only viewed for that purpose.

Stephen Emmer B.V. has taken measures to limit the traceability of visitors to our website as much as possible.

With the log files we collect the following data:

- cookies;
- IP-address;
- user agents (browsers, operating system);
- search terms used to access our website via external search engines;
- search terms used in the search engine on the website itself;
- links used within the website;
- links used to get to our website.

Google Analytics retrieves this data from the log files of the web server. These log files remain in the Google Analytics database for 31 days. After this period the log files are removed. After that only a merged log file then remains. This gives us an annual report on the website visit.

We do not provide personal data to third parties, unless this is necessary to report criminal offenses.