

## PRIVACY STATEMENT HATRABBITS

This is the privacy statement of HatRabbits, a trade name of the general partnership company "HatRabbits", registered at the Chamber of Commerce under number 59534281, trading from the address Gustoweg 45 H, 3029 AR in Rotterdam.

### **Definitions**

## HatRabbits

Trade name of HatRabbits, a general partnership company, registered at the Chamber of Commerce under number 59534281;

# Client/User:

The natural or legal person who has signed up for using the Products/Services of HatRabbits, or who has signed up for the HatRabbits newsletter or who has visited the Website(s):

# Service(s):

All Products and/or Services from HatRabbits to be supplied or delivered to the Client/ User, including, among others, giving lectures, training courses and workshops, and performing and/or supervising innovation projects;

### Personal Data:

Every detail pertaining to an identified or identifiable natural person;

## Website(s):

The websites www.hatrabbits.com / www.hatrabbits.nl;

#### Use of our services

This privacy policy applies to the processing of (Personal) Data of the Client/User via the Websites www.hatrabbits.com / www.hatrabbits.nl, as well as to using the services of HatRabbits. This privacy policy also applies when the Client/User registers for the newsletter.

Under the GDPR, HatRabbits is designated as controller. That is why the Client/User can find in this privacy statement which (Personal) Data HatRabbits processes and what HatRabbits does with this (Personal) Data.

The (Personal) Data and the associated privacy are collected, processed and, if necessary, kept with the utmost care.

## Purpose of the data processing

When the Client/User purchases Services from HatRabbits, HatRabbits will ask the Client/User to provide (Personal) Data. This Data is stored in the customer system of HatRabbits and used to deliver the Services to the Client/User.

The (Personal) Data can be used by HatRabbits to inform the Client/User about the Services. HatRabbits will only do so when the Client/User has explicitly given permission for this. The Client/User may at any time stop receiving mailings using the method specified in the particular mailing.

The (Personal) Data will only be used by HatRabbits. HatRabbits does not provide the (Personal) Data to third parties without the permission of the Client/User, unless HatRabbits is obliged to do so on a legal basis or a court order, or if this is necessary for the execution of an agreement between the Client/User and HatRabbits.

# The (personal) data

The (Personal) Data that HatRabbits collects / processes depends on the Products/ Services that the Client/User uses. The (Personal) Data that can be collected by HatRabbits are:

- First and last name;
- Function;
- Company Name;
- Phone number;
- E-mail address:
- Bank account number;

### What does HatRabbits do with this Data?

All above mentioned (Personal) Data is used to provide or improve the Product(s)/ Service(s) of the Client/User. HatRabbits can also use Data to provide new Service(s), to develop Products or to communicate with the Client/User.

In addition to the above situations, HatRabbits can also share (Personal) Data when necessary:

- In a legal procedure;
- to protect HatRabbits legal rights;
- to enforce acceptance of our Terms and Conditions in case of security issues, or when the Client/User is suspected of carrying out fraudulent activities.

## The GDPR principles

HatRabbits processes (Personal) Data on the basis of the following principles:

## Principle 1 - Consent

HatRabbits requests permission from the Client/User for the use of the (Personal data). HatRabbits requests this permission by having the Client/User fill in his or her email

address in a field on the website designated for that purpose and subsequently click a link in an email to confirm the registration.

## Principle 2 - Necessary for the execution of an agreement

HatRabbits processes personal data because this is necessary for the execution of the agreement concluded with Client/User. The purpose of the agreement is not to process the (personal) data, but has a different purpose, namely providing the Products/Services.

The Data will only be stored when this is necessary for providing the Products/Services.

The Client/User has the possibility to view, change or delete the (Personal) Data at any time. There will be more information about this below.

## The retention periods

HatRabbits complies with the retention periods that are set for the processing of the (Personal) Data. HatRabbits keeps the (personal) data for as long as this is necessary for the performance of the Service, but no longer than 3 years after the completion of the relevant Services.

The (Personal) Data will only be stored if the chosen Products/Services require this. The (Personal) Data provided by the Client/User can at all times be viewed or changed by the Client/User.

## The register of processing activities

HatRabbits has drawn up a register of processing activities.

The security measures

HatRabbits has taken various security measures to protect (Personal) Data. For example, HatRabbits uses secured computers and a secured server.

The rights of the Customer /User

Under the GDPR the Client/User has the following rights:

- Right of access;
- Right to rectification and supplementation;
- Right to oblivion;
- Right to limit processing;
- Right of objection

HatRabbits has drawn up a procedure in case the Client/User requests to exercise a right accruing to the Client/User. If the Client/User wants to use one of the rights mentioned above, the Client/User can indicate this by sending an email to support@hatrabbits. com. HatRabbits will respond within no more than 14 days.

#### Cookies

General Data is stored on the HatRabbits Website(s). HatRabbits does this for statistical purposes, to make Client/User use of the Website(s) as straightforward as possible. HatRabbits makes this Data as anonymous as possible and this Data is not forwarded to third parties. HatRabbits Websites use Google Analytics to track how our Websites are used. The resulting information is stored on Google's own servers via the use of cookies.

Google may also transfer this information to third parties where Google is legally required to do so, or where third parties process this information on Google's behalf. HatRabbits has no influence as regards these circumstances and is not liable for any damage resulting thereof.

By using the HatRabbits Website(s), the Client/User consents to the processing of information by Google in the abovementioned manner and purposes.

Should HatRabbits add links to third party content in its Service, HatRabbits has no influence as regards the content of these third party sites. HatRabbits is not liable for the content of third party websites. These third parties use a different privacy policy to that of HatRabbits.

# **Contacting HatRabbits**

Should the Client/User have any questions relating to HatRabbits's privacy policy, the Client/User may send an email to: hello@hatrabbits.com. Should the Client/User wish to ask for information regarding which of their (Personal) Data HatRabbits has stored, the Client/User may ask for an overview of this (Personal) Data by sending an email to: hello@hatrabbits.com.

## **Adjustments**

This privacy policy is applicable on all the Products/Services of HatRabbits and the Website of HatRabbits. HatRabbits reserves the right to make changes to its privacy policy at any time. The Client/User can find the most recent version on the HatRabbits Website(s).

© HatRabbits 2018