

## **Privacy Policy**

Car Butlers, located at Schouwtjeslaan 49-RD 2012 KG Haarlem, is responsible for the processing of personal data as shown in this privacy declaration.

Contact details:

https: [www.carbutlers.nl](https://www.carbutlers.nl)

Schouwtjeslaan 49-RD

2012 KG Haarlem

Data Protection Officer of Car Butlers: Vincent Veldt

He / she can be reached via [info@carbutlers.nl](mailto:info@carbutlers.nl)

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

Car Butlers processes your personal data because you use our services and / or because you provide them yourself. Below is an overview of the personal data we process:

- First and last name
- Address data
- Telephone number
- E-mail address
- Other personal data that you actively provide, for example by creating a profile on this website, in correspondence and by telephone
- Information about your activities on our website
- Information about your surfing behaviour across different websites (for example because this company is part of an advertising network)

### **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 permission from parents or guardian. 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, 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 via [info@carbutlers.nl](mailto:info@carbutlers.nl), then we delete this information.

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

Car Butlers processes your personal data for the following purposes:

- Sending our newsletter and / or advertising brochure
- To be able to call or e-mail you if necessary to carry out our services
- To deliver goods and services to you- Car Butlers analyzes your behavior on the website in order to improve the website and to tailor the range of products and services to your preferences.

### **How long do we keep personal data**

Car Butlers 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: 15years.

### **Sharing of personal data with third parties.**

Car Butlers will not sell your information to third parties and will only provide it if this is necessary for the execution of our agreement with you or to comply with a legal obligation. We conclude a processor agreement with companies that process your data on our behalf the same level of security and confidentiality of your data. Car Butlers remains responsible for these processing operations.

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

Car Butlers uses functional, analytical and tracking cookies. A cookie is a small text file that is saved when you first visit this website stored in the browser of your computer, tablet or smartphone. Car Butlers 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 keep the website running smoothly work and to be able to optimize them. In addition, we place cookies that track your surfing behaviour so that we can tailor-make content and advertisements can offer.

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 include any information that is previously saved via your browser settings. For an explanation: <https://veiliginternetten.nl/themes/situation/cookies-wat-zijn-het-en-wat-doe-ik-ermee/>

### **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 our company and you have the right to data portability. This means that you can submit a request to us for the to send personal data that we have about you in a computer file to you or another organization mentioned by you.

Would you like to use your right to object and / or right to data portability or if you have other questions / comments about data processing, please send a specified request to [info@carbutlers.nl](mailto:info@carbutlers.nl).

To ensure that the request for access has been made by you, we ask you for a copy of your ID with the request to be sent. Ensure striping out MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Citizen service number (BSN) In this copy of your passport photo. This is to protect your privacy. Car Butlers will respond to your request as soon as possible, but in any case within four weeks. Car Butlers would also like to point out that you have the opportunity to file a complaint with the national regulator, the Authority Personal data. This can be done via the following link:

<https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

**How we protect personal data**

Car Butlers 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 [info@carbutlers.nl](mailto:info@carbutlers.nl)