

## **PRIVACYSTATEMENT**

De Flevohoeve, established at Boermansweg 5, 1761LK Anna Paulowna, is responsible for digesting personal data as published in this privacy statement.

Contact information:

De Flevohoeve Boermansweg 5, 1761LK Anna Paulowna 0031 644456415

J.M. Heinen-Tromp is de Person of information protection at De Flevohoeve You can reach her via [service@flevohoeve.nl](mailto:service@flevohoeve.nl)

### **Personal information we digest from relations**

De Flevohoeve digests your personal information because you use our services or you have given us your personal information. You will find below the personal information we use in our administration:

### **Special or sensitive personal information we digest**

- First- and last name
- Address information
- Phone numbers
- E-mailaddresses
- Bankaccountnumbers

Our website and / or our services do not have the intention to collect information of website visitors under 16 years old. Despite they have permission of their parents or carers. We can not check if the visitor is 16 years or older. We suggest parents to be aware and involved about the online activities of their children, to avoid that information will be collected without parental permission. In case you are convinced that we collected information about a child without permission, please contact us via [service@flevohoeve.nl](mailto:service@flevohoeve.nl) and we will delete this information.

### **To what purpose and which basis we collect personal information**

De Flevohoeve uses your personal information for the following reasons and purposes:

- Arrangement of contracting and payment;
- To be able to call or e-mail you if necessary to provide our hospitality services to you;
- To inform you about changes of and in our services or products;
- De Flevohoeve also digests personal information when we are obliged to do so by law, f.i. to provide data for tax payment or accountability.

### **Automated decision-making**

De Flevohoeve does not decide on basis of automated digestion about issues that can cause (major) effects for persons or businesses. This is about automated decisions made by computer programmes or systems without human hand (f.i. an employee of De Flevohoeve) taking care of the system.

De Flevohoeve uses the following computer programmes or systems: Snelstart, Windows and applications, Mailchimp.

### **How long do we keep your personal information**

De Flevohoeve saves your personal information as long as needed to reach the purposes for which we agreed to collect your information.

### **Sharing your personal information with third parties**

De Flevohoeve does not share or sell your personal information to third parties without your permission. Exception tot his is the information we need to reach and contract you for our services, law, financial and tax obligations or the transfer and sharing of this information with our assimilators with which we share an assimilation agreement.

### **Cookies, similar technics, we use**

De Flevohoeve only uses technical or functional cookies. And analytic cookies that do not infringement to your privacy. A cookie is a little textfile that is being saved on your device such as laptop, tablet, computer or smartphone the first time you visit our website. De cookies we use are necessary fort he technical use of our website and your practical application. They provide the functions needed to keep the website going as it is purposed and f.i. saves your preferences. We can also optimize our website with this information. You can check out from these cookies by installing this preference in your internetbrowser so that your device does not save cookies as of then. Besides you can clean or delete from your browser information saved earlier.

### **Skimming, adjust or delete personal information**

You have the right to see your personal information, correct it or delete it. Besides you potentially have the right to withdraw your permission from De Flevohoeve to use your personal information. You also have the right to ask for your data file.

This means you may request us to transmit your personal information we have saved from you on our computer to you or to a third party. You can request us by sending us an email to [service@flevohoeve.nl](mailto:service@flevohoeve.nl) to look into, correct, delete or transmit your personal. Information or your withdrawal tot he use of your personal information in our administration database.

To be sure that the request to provide us your personal information is in fact done by you personally, we request you to send a copy of your identity prove document, like passport or id-card, together with this request. Please make black the picture in your passport/id-card, MRZ (machine readable zone, the line with numbers below on the passport), passport number and taks service. This to protect your privacy.

We will respond to your request as fast as possible, at least within four weeks. De Flevohoeve will point out to you that you have the possiblity to address a complaint to the national caretaker, the Authority Personal data. You can do so via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>.

### **How do we protect personal information**

De Flevohoeve takes the protection of your personal information very serious and takes the most possible adequate adjustments within our scope to try to avoid abuse, loss, incompetent entrance, undesirable publication and illegal made changes.

If you get the impression that your personal information has not been protected well in our systems or you have suspects of abuse, please contact the customer service as soon as possible via [service@flevohoeve.nl](mailto:service@flevohoeve.nl) or **06-44456415**.

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