

Privacy notice

I: Introduction

1. Hagemeyer & Tissen belastingadviseurs B.V., having its registered office at Eiger 3, 1186 ED in Amstelveen, the Netherlands, registered with the Chamber of Commerce under number 67399991 (hereinafter: "H&T") attaches great importance to the careful and safe handling of privacy-sensitive information and ensures that such information is treated lawfully, properly and transparently. H&T has therefore drawn up this privacy notice. This privacy notice provides information on how H&T as a company handles your personal data for various (legal) purposes.

II: Use of personal data

2. The use of personal data will be governed by the General Data Protection Regulation (hereinafter: "GDPR")¹ from 25 May 2018 onwards². H&T collects and processes personal data only for the purposes mentioned below:

- Where processing is necessary for the performance of an agreement to which the data subject is a party and/or processing that is necessary in the run-up to an agreement being concluded.
- Where processing is necessary for compliance with a legal obligation with which the data controller must comply with.
- Where the data subject has given consent to the processing of his or her personal data for one or more specific purposes.

III: Rights of data subjects

3. A "data subject" within the meaning of the GDPR is an "*identified or identifiable natural person*". Upon request, H&T will inform you in language that is clear and understandable about the processing of your personal data. You have the right to view your personal data, or have your personal data corrected or deleted. In addition, you have the right to withdraw your consent to the data processing, or to object to the processing of your personal data by H&T. You also have the right to data portability. The latter means that you can submit a request to us to send the personal data we hold on you in a computer file to you or another organisation specified by you. You can send a request relating to accessing, correcting, deleting or transferring your personal data or a request relating to withdrawing your consent or an objection about the processing of your personal data to your contact at H&T. Naturally, the legal obligations regarding, for example, storage periods for data will be observed by H&T.

4. H&T will handle such a request within 4 weeks of receipt at the latest. H&T will then send you a complete and clear overview of the relevant personal data, including a description of the purpose of the processing. In the unlikely event that your personal details are incorrect, incomplete or irrelevant, you can make an additional request to have the personal data changed or supplemented.

5. If you do not agree with the use by H&T of your personal data, you can submit a complaint to the Dutch Data Protection Authority via the website <https://autoriteitpersoonsgegevens.nl>.

¹ Regulation (EU) 2016/679 of April 27, 2016 (OJ L-119 of 4 May 2016).

² Until then, the "Personal Data Protection Act" is in force in the Netherlands.

IV: Data controller and (sub)processors

6. H&T is the so-called "*data controller*" within the meaning of the GDPR, namely the party that determines the purpose of and the means for the processing of personal data.

7. H&T can, in exceptional situations, hire other companies to carry out services for it. H&T remains responsible for the processing of your personal data in these situations. With these companies, H&T makes contractual agreements, if and insofar as relevant, on the handling of your personal data, so that your privacy remains guaranteed. These other companies are called "processors" and "sub-processors" respectively.

V: Sharing with third parties

8. Your personal data will only be shared with third parties if this is necessary for the performance of our agreement, for complying with a legal obligation or if you have given your consent for this.

VI: Cookies

9. Through the websites www.htbelastingadviseurs.nl and www.debelastingpraktijk.nl H&T can use cookies. The cookies are installed on your hard disk and help us to provide you with a good experience when you visit our websites. Most websites use cookies. If you do not want cookies to be placed on your hard disk, most browsers offer the option of refusing the use of cookies. The cookies that give H&T the ability to record or access data present on operational systems are not used by H&T.

VII: Automated individual decision-making

10. H&T makes no decisions solely on the basis of automated processing on matters that could have (significant) consequences for natural persons.

VIII: Security of personal data

11. H&T has ensured that appropriate technical and organisational measures are in place to prevent the loss of your personal data or unauthorised access to your personal data. In order to achieve this, secured servers and a provider that has European privacy certificates (e.g. SCC and PKI certificates) are used. If there is reason to believe that your personal data is not sufficiently secured by H&T or if there is any indication that this is the case, please contact your H&T contact person.

IX: Storage period for personal data

12. H&T does not store your personal data longer than is necessary for the purpose of the processing. H&T stores your personal data for a period of 10 calendar years. Data on non-Dutch income and assets can be stored for 12 calendar years to comply with legal time limits. Only relevant data will be stored during this period.

X: Data breaches

13. H&T does everything possible to prevent data breaches. In unforeseen situations where a data breach occurs, H&T may be obliged to report this to the Dutch Data Protection Authority and, if applicable, may be obliged to notify the data subject(s).

XI: Changes

14. H&T reserves the right to amend and/or change this privacy notice. If this privacy notice is changed, H&T will inform you accordingly.
