

Privacy Statement

Alkemade International BV is responsible for the processing of personal data as shown in this privacy statement. This Privacy Statement applies to our website: www.alkemadeflowers.com and any correspondence that follows from this.

Contact details.

Alkemade International B.V.

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1430 BA

Aalsmeer

Telephone +31 297-567148

Email: alkemade@nl-alkemade.com

Web: www.alkemadeflowers.com

Personal data that we process.

Alkemade International BV processes your personal data because you use our services and / or because you provide these to us yourself. Below you will find an overview of the personal data that we process.

- First and last name
- Company Name
- Address details (business)
- Telephone numbers (business)
- Email address (business)
- Position
- IBAN bank account number (business)
- Other personal data that you actively provide in correspondence and by telephone

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. However, we cannot check whether a visitor is younger than 16. We therefore advise parents to be involved in the online activities of their children, to prevent information about children being collected without parental consent. If you are convinced that we have collected personal information about a minor without that permission, please contact us via administration@Wemakecontent.nl and we will remove this information.

For what purpose and on what basis we process personal data.

Alkemade International BV processes your personal data based on an agreement or permission for the following purposes:

- Sending invoices and handling your payments,
- Sending our newsletters.
- Being able to call or e-mail you if this is necessary to be able to perform our services,
- Inform you about changes to our services and products.

Automated decision making.

Alkemade International BV does not take decisions on the basis of automated processing about matters that may have (significant) consequences for persons. These are decisions that are made by computer programs or systems, without a human being (for example, an employee of Alkemade International BV).

How long we keep personal data.

Alkemade International BV does not store your personal data for longer than is strictly necessary to realize the purposes for which your data are collected. We use the following retention periods for the following (categories) of personal data:

Category of personal data	Retention period	Reason
Customer administration	7 year	Agreement
Financial administration	7 years	Legal term

Sharing of personal data with third parties.

Alkemade International BV can share your personal data with various third parties if this is necessary for the execution of the agreement and to comply with a possible legal obligation. We only do this with your explicit permission. We conclude a processing agreement with companies that process your data on our behalf to ensure the same level of security and confidentiality of your data. Alkemade International BV remains responsible for these processes.

Cookies, or similar techniques, that we use.

Alkemade International BV only uses technical and functional cookies. And analytical cookies that do not infringe on your privacy. A cookie is a small text file that is stored on your computer, tablet or smartphone when you first visit this website. The cookies we use are necessary for the technical operation of the website and your ease of use. They ensure that the website works properly and, for example, remember your preferences. We can also use this to optimize our website. You can opt out of cookies by setting your internet browser so that it no longer stores cookies. In addition, you can also delete all information that was previously saved via the settings of your browser.

View, modify or delete data.

You have the right to view, correct or delete your personal data. In addition, you have the right to withdraw your consent for data processing or to object to the processing of your personal data by Alkemade International BV and you have the right to data transferability. This means that you can submit a request to us to send the personal data that we hold about you in a computer file to you or another organization mentioned by you. You can send a request for access, correction, deletion, data

transfer of your personal data or request for withdrawal of your consent or objection to the processing of your personal data to alkemade@nl-alkemade.com

To ensure that the request for inspection has been made by you, we ask that you send a copy of your proof of identity with the request. Make in this copy 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. This is to protect your privacy. We will respond to your request as quickly as possible, but within four weeks. Alkemade International BV would also like to point out that you have the option to file a complaint with the national data protection authority, the Dutch Data Protection Authority. You can do this via the following link: <https://autoriteit-individuele-gegevens.nl/nl/contact-with-de-autoriteit-individuele-gegevens.nl/tip-ons>

How we protect personal data.

Alkemade International BV takes the protection of your data seriously and takes appropriate measures to prevent abuse, loss, unauthorized access, unwanted disclosure and unauthorized changes. If you have the impression that your data is not properly protected or there are indications of abuse, please contact us via alkemade@nl-alkemade.com.