



**GDPR Privacy notice  
Berkvens Greenhouse Mobility**

14 March 2024

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**General: Collection and use of personal data of customers, suppliers, and other contractors.**

We would like you to take notice of the fact that we gather and will use all personal data you supply us with, as we need it to conclude and execute any business agreements between Berkvens Greenhouse Mobility and yourself. This applies to both (potential) customers and to parties from whom we purchase goods and / or services.

Being a (potential) customer of Berkvens Greenhouse Mobility means that we will use your data to send you a quotation, to determine the specifications or wishes a specific item or service must comply with, to deliver goods, to be able to carry out work for you, to invoice and to communicate smoothly and efficiently about implementation aspects of our agreement with you.

Being a (potential) supplier or other contractor of Berkvens Greenhouse Mobility means that we also need your personal details for the conclusion and execution of the agreement. They're essential in the purchasing process, so we can let you know to which specifications or wishes a particular item or service should comply in our opinion. But also, for sending a request for quotation or placing an order, for paying your invoices and for communicating fast and efficiently about other aspects of the agreement with you.

You are not obliged to provide us with your personal data. But if you provide us with insufficient or no personal data, there's the possibility that we won't be able to perform the activities.

**Disclosure**

In relation to the execution of a possible agreement or contract with you, it might be necessary to provide other parties with your personal data. This includes parties who supply parts, materials, or products to us or who we have assigned to carry out certain activities. We also make use of Microsoft Office applications and related external storage facilities for emails and other files.

**Direct marketing**

When we're given digital permission to do so by you, we will store and use the personal data you have provided to personally email you in the future with information on both existing and new products and services and possible promotions. Every time you're sent an offer by email, you're also given the opportunity to opt out of receiving future emails by clicking the unsubscribe link at the bottom of the email.



### **Website**

Berkvens Greenhouse Mobility uses only technical and functional cookies on its website as well as analytical cookies that do not infringe on your privacy. A cookie is a small text file that's stored on your computer, tablet, or smartphone when you first visit one of our websites. The cookies used are necessary to guarantee the correct technical operation of the website and its user-friendliness. They also remember preferences you have set. The data of the cookies help us to optimize our website. You can disable the automatic storage of cookies by changing the settings of your internet browser. In addition, you can delete all information that was previously saved through the settings of your browser.

### **Conditions applicable to child's consent and processing of special categories of personal data**

Neither our website or services intend to collect information about persons under the age of 18 unless consent is given or authorized by the holder of parental responsibility over the child. However, we can't check if a person visiting our website is over 16. We encourage parents to be involved in the online activities of their child, to prevent data being collected without parental consent. Should you be convinced that we have collected personal information about a person under the age of 16 without this permission, we urge you to contact us so that we can delete this data.

### **Data retention period**

When becoming a customer of, or supplier or contactor to Berkvens Greenhouse Mobility, the personal data provided by you will be retained for a period of seven years after closing the financial year in which the agreement we had with you has been fully executed. This seven-year period matches the obligatory administrative period set by the Dutch Tax Authorities. After this period, we will delete your personal data.

If you're a potential customer or supplier, we will save your name, address, telephone number and email address to contact you, should this be relevant to either party.

### **Your rights**

You have the right to make a request to access, view, edit and change the personal data we've collected. If there's reason to do so, you can also make a request to add details to your personal data or change inaccuracies. You also have the right to make a request for the erasure of personal data or to limit the use of your personal data. You can object to the collection and use of your data or file a complaint with the Dutch Data Protection Authority. You have the right to receive the personal data concerning you and have the right to transmit those data to another controller. In order to exercise your rights, you can contact us by emailing to [info@berkvensgm.nl](mailto:info@berkvensgm.nl). You can also contact us if you have any questions about or want more information on the collection and use of your personal data.

Asten, 14 March 2024