

## Privacy statement

SolsBury Prime Rentals BV values the protection of your personal data. In this privacy policy, we aim to provide clear and transparent information about how we handle personal data.

We take all necessary measures to safeguard your privacy and, therefore, handle personal data with care. In all cases, SolsBury Prime Rentals BV complies with applicable laws and regulations, including the General Data Protection Regulation (GDPR). This means that we, at the very least:

- Process your personal data in accordance with the purpose for which it was provided, as described in this Privacy Statement;
- Limit the processing of your personal data to only the data that is minimally necessary for the purposes for which it is processed;
- Request your explicit consent when we need it for the processing of your personal data;
- Implement appropriate technical and organizational measures to ensure the security of your personal data;
- Do not transfer personal data to other parties unless necessary for the purposes for which it was provided;
- Acknowledge your rights regarding your personal data, inform you of these rights, and respect them.

SolsBury Prime Rentals BV takes responsibility for processing your personal data as received from you. If, after reviewing our Privacy Statement or in a more general sense, you have any questions or wish to contact us, you can do so using the contact information below:

### **SolsBury Prime Rentals BV**

Bredaseweg 170

4872 LA Etten-Leur

[info@solsburyprimerentals.com](mailto:info@solsburyprimerentals.com)

+31 6 41732451

### **Processing of Customer or Supplier Personal Data**

Personal data of customers or suppliers is processed by SolsBury Prime Rentals BV for the following purpose(s):

- Administrative purposes;
- Communication regarding the assignment and/or invitations;
- Fulfilling an assignment.

The legal basis for this personal data processing is:

- The agreed-upon assignment.

For the above-mentioned purposes, SolsBury Prime Rentals BV may request the following personal data from you:

- First name;
- Prefix (if applicable);
- Last name;
- (Business) Phone number;
- (Business) Email address;

- Gender.

Your personal data will be stored by SolsBury Prime Rentals BV for the period:

- During the term of the agreement and afterward, only in the financial administration for a maximum of 7 years.

### **Processing of Employee Personal Data**

Personal data of employees is processed by SolsBury Prime Rentals BV for the following purpose(s):

- Carrying out the employment contract.

The legal basis for this personal data processing is:

- The employment contract.

For the above-mentioned purposes, SolsBury Prime Rentals BV may request the following personal data from you:

- First name;
- Prefix (if applicable);
- Last name;
- Phone number;
- Email address;
- Date of birth;
- Salary information;
- Copy of ID;
- Social Security Number (BSN);
- Bank details.

Your personal data will be stored by SolsBury Prime Rentals BV for the period:

- During the period of employment and afterward, only in the financial administration for a maximum of 7 years.

### **Disclosure to Third Parties**

The data you provide to us may be disclosed to third parties if necessary for the execution of the purposes described above. For instance, we use a third party for:

- Managing the internet environment of the GDPR (AVG) program;
- Managing the (financial) administration of SolsBury Prime RentalsBV.

We never pass on personal data to other parties with whom we have not concluded a data processing agreement. We make the necessary agreements with these parties (processors) to ensure the security of your personal data. Furthermore, we will not disclose the data you provide to other parties unless required by law and allowed. An example of this is that the police may request (personal) data from us as part of an investigation. In such a case, we are obliged to cooperate and, therefore, must provide the data. We may also share personal data with third parties if you provide written consent.

**Within the EU**

We do not provide personal data to parties located outside the EU.

**Retention Period**

SolsBury Prime Rentals BV does not retain personal data longer than necessary for the purpose for which it was provided or is required by law.

**Security**

We have implemented appropriate technical and organizational measures to protect your personal data against unlawful processing. For example, we have taken the following measures:

- All persons who can access your data on behalf of SolsBury Prime Rentals BV are bound by confidentiality;
- We have a username and password policy on all our systems;
- We pseudonymize and encrypt personal data when necessary;
- We create backups of personal data to be able to recover it in case of physical or technical incidents;
- We regularly test and evaluate our measures;
- Our employees are informed about the importance of personal data protection.

**Rights Regarding Your Data**

You have the right to access, rectify, or delete the personal data we have received from you. You can also object to the processing of your personal data (or part of it) by us or one of our processors. You have the right to have the data you provided to us transferred to yourself or on your behalf directly to another party. We may ask you to identify yourself before we can respond to the above requests.

If we process your personal data based on your consent, you have the right to withdraw this consent at any time.

**Complaints**

If you have a complaint about the processing of your personal data, we ask you to contact us directly. If we cannot resolve the issue with you, we consider this very unfortunate. You always have the right to file a complaint with the Dutch Data Protection Authority, which is the supervisory authority for privacy protection.

**Questions**

If you have any questions or comments following our Privacy Statement, please contact us.

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