

# Privacy policy

25-05-2018

**Qonnect B.V.**, with its registered office at Europalaan 12, 6199 AB, Maastricht Aachen Airport, The Netherlands, is responsible for processing personal data as set out in this privacy policy.

## **Contact details**

Europalaan 12  
6199 AB Maastricht-Airport  
+31 43 3653272

[www.qonnect-fasteners.com](http://www.qonnect-fasteners.com)

## **The personal data we process**

Qonnect B.V. processes your personal data because you use our products and services, or because you provide these to us yourself.

## **We process the following personal data**

- › Company name
- › First and last name
- › Address details
- › Phone number
- › E-mail address(es)
- › Bank account number

## **Why and on what basis do we process personal data?**

Qonnect B.V. processes your personal data for the following purposes:

- › To draw up quotations and orders with regard to our products
- › To deliver goods and services to you
- › To be able to call you or e-mail you if this is necessary in order to be able to perform our services
- › To inform you about changes to our services and products
- › To handle your payment
- › To send our newsletter or product brochure
- › Qonnect B.V. also processes personal data if we are legally obliged to do so, such as data that we need for our tax return.

## **Automated decision-making**

Qonnect B.V. does not make decisions on the basis of automated processes with regard to matters that could have significant consequences for individuals. This would relate to decisions that are made by computer programs or systems without any human intervention (for instance by an employee of Qonnect B.V.).

## **How long we retain personal data for?**

Qonnect B.V. does not retain your personal data for any longer than is strictly necessary for the purposes for which it is collected. In principle, we do not delete any personal particulars or files unless explicitly requested to do so, as we need to be able to consult our archive at all times when dealing with new quotations or orders.

## **Who has access to your data?**

Your data may be shared within Qonnect B.V. for information that is necessary for the delivery of our goods and the administrative processing thereof.

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

Qonnect B.V. provides personal data to third parties only in the event that this is necessary for the performance of our agreement with you or in order to comply with a legal obligation.

## **Accessing, rectifying, or erasing your data**

You have the right to access, rectify, and erase your personal data. You also have the right to withdraw any consent you have given us to process your data or to object to your personal data being processed by Qonnect B.V.. In addition, you have the right of data portability. This means you can submit a request to us to send the personal data that we store in a computer file to you or another entity chosen by you.

You can send a request for access to, rectification of, erasure of, and data portability of your personal data or for the withdrawal of your consent or the submission of an objection to the processing of your personal data to [info@qonnect-fasteners.com](mailto:info@qonnect-fasteners.com)

You have the right to delete the data processed by Qonnect B.V. at any time, except in the following situations:

- › You still have an open order that has not yet been sent or has only been partially sent.
- › You still have outstanding invoices with Qonnect B.V..
- › If you have made a purchase or requested a quotation, we will store your data for accounting purposes.

In order to be sure that the request for access has been submitted by you, we ask you to send a copy of your identity document to us along with the request. On this copy, you should black out your photo, the MRZ (machine readable zone – the strip of numbers along the bottom of the passport), your passport number, and, if applicable, your Citizen Service Number (Burgerservicenummer, BSN). This is to protect your privacy. We will respond to your request as soon as possible, and at the latest within four weeks.

Qonnect B.V. would also like to point out to you that you have the option of lodging a complaint with the national supervisory authority, the Dutch Data Protection Authority. You can do so via the following link: <https://autoriteitpersoonsgegevens.nl/en/contact-dutch-dpa/contact-us>

## **Right to object to direct marketing**

You have the right to object to direct marketing. Please contact [info@qonnect-fasteners.com](mailto:info@qonnect-fasteners.com) for this purpose.

## **How we keep your personal data secure**

Qonnect B.V. takes data protection seriously and implements suitable measures to prevent misuse, loss, unauthorized access, unwanted disclosure, and unauthorized changes. If you believe we have not sufficiently protected your data or if you believe there are indications that it has been misused, please contact us at [info@qonnect-fasteners.com](mailto:info@qonnect-fasteners.com)

## **Updates to our privacy policy**

Our privacy policy may need to be updated. The latest version of our privacy policy is always available on our website: [www.qonnect-fasteners.com](http://www.qonnect-fasteners.com)

We announce all material changes to our privacy policy, such as changes with respect to the purpose of using your data, the identity of the administrator, or your rights.

Should you have any questions, please do not hesitate to contact us at [info@qonnect-fasteners.com](mailto:info@qonnect-fasteners.com)