



Utrecht, May 2018  
Privacy Statement of Tinker imagineers B.V.

Below, we will set out how we handle your personal data. Of course, we do this with the utmost care and confidentiality.

### about us

Tinker imagineers B.V.  
Hamburgerstraat 23  
3512 NP Utrecht  
KvK 301 03440  
+31 (0)30 230 0405  
info@tinker.nl

is responsible for processing the personal data in the manner described in this privacy statement.

### personal data

#### the personal data we process

We may process the following personal data, where applicable:

- trade name
- first and last name
- business address and postal address
- Chamber of Commerce number
- email address
- website
- telephone number (landline and mobile)
- social media account names
- client number, order number, offer number, and invoice number
- bank details
- portraits (if you appear in our project photos)

#### how we have obtained your personal data

We have obtained the personal data mentioned above from you (for instance through correspondence, phone contact, registration for our newsletter, the contact form, a request for our services, downloads), from public registers such as the trade register of the Chamber of Commerce, or from other public sources (social media).

### purposes

#### the reasons for processing your personal data

We only process your personal data for the purpose they were provided for and in conformity with the General Data Protection Regulation (GDPR and its Dutch Implementation Act) and the Dutch Telecommunications Act. These purposes are set out below:

#### contact

If you contact us by phone, email, contact form, or social media, we store your data. We may process these

data for a maximum of ten years, so that we can reach you when this is necessary for providing or optimising our services.

#### newsletter

We send you our newsletter because you are a client of ours or because you registered for the newsletter yourself. For this purpose, we process your (company) name and email address in order to send you information and news about our services. At the bottom of every newsletter, you will find a link to unsubscribe. We will store your data for this purpose until you unsubscribe.

#### offer

If you request an offer or if we make you an offer (as part of a pitch), we process your company and personal data in order to send you a specific offer. We are legally bound to be able to show the correspondence that preceded the invoice. Any offers are kept for seven years so that we can see whether you ever requested an offer before and what the specifics were.

#### agreement

We also need your company and personal data for our administration, in order to carry out the agreement and to deliver our services. These data are processed for at least the duration of the agreement.

#### invoicing

Once you have engaged us, we process the data we need for settling the financial and administrative aspects of the agreement. When the invoices are paid, we can see the account and the name of the account holder. We retain all offers, invoices, and payment data for a period of seven years.

#### vacancies

When you apply for a vacancy or internship with us, we process your personal data in order to be able to contact you. We would like to keep these data for a maximum of one year so that we can contact you if a opening occurs at a later date that you might be interested in. We will ask your permission to do so.

### **how long we keep your personal data for**

We will not keep your personal data beyond the term permitted by law and only as long as required for realising the purposes for which we processed your data in the first place.

### **sharing data with third parties**

#### **recipients of your personal data**

We only share your personal data with third parties if this is necessary in the context of the execution of the assignment or to meet our legal obligations. We conclude processing agreements with all parties that process your data within the framework of the assignment.

### **your rights**

We are happy to inform you about your rights and how you can influence the way we process your personal data. If you want to exercise any of the rights listed below, please contact us at [info@tinker.nl](mailto:info@tinker.nl)

- you have the right to access, correct, restrict, or have removed all your personal data in our possession
- you have the right to ask us to revoke any permission to process your data and to object against any processing of your personal data

- you have the right to data portability. In order to exercise this right, please send us a specified request. We will then send an overview (computer file) to you or an organisation indicated by you
- you have the right to lodge a complaint with the Dutch Data Protection Authority about the way we handle your personal data

## security

We have taken organisational and technological measures to protect your personal data against loss or unlawful processing. These measures ensure a level of security that is appropriate for the type of data we process.

## website and social media

### cookies

We use cookies to enhance the functioning of this website. A cookie is a small text file that is stored on your computer, tablet, or smartphone when you visit our website for the first time. You can disallow cookies by changing your browser settings. All information that was stored earlier can also be removed by adapting your browser settings.

### social media

We want to make it easy for you to share content of our website on social media. You can use the social media buttons to do so. Read the privacy statements of the respective channels (Facebook, Twitter, Instagram, Vimeo, YouTube, LinkedIn, Pinterest) to learn how they deal with your privacy.

### google analytics

We use Google Analytics because we would like to learn how visitors use our website, in order to optimise the website. Only anonymised statistical data are processed for the purpose. We have concluded a processing agreement with Google.

### links

On our website, you will find links to external websites. By clicking these links, you access websites outside of this website. Please refer to the cookie or privacy statement of the website concerned.

## changes

We may occasionally need to adapt our privacy statement. You can always find the latest privacy statement on our website. If the changes apply to you directly, we will communicate them to you.