

# Privacy and Cookie Statement

## Networking4all

This Privacy and Cookie Statement was most recently revised on May 31, 2018.

Via the website [www.networking4all.com](http://www.networking4all.com) (hereinafter: Networking4aLL), privacy-sensitive or personal data are processed, and cookies are being used. Networking4aLL deems careful handling of personal data very important. Personal data are therefore carefully processed and secured by us in accordance with the requirements for the processing of personal data laid down in European privacy legislation.

In our processing activities, we comply with privacy law requirements. This means, among other things, that we:

- **clearly specify our purposes** before we process personal data, by using this Privacy and Cookie statement;
- **limit the collection of personal data** to those needed for legitimate purpose only;
- first **ask for explicit consent** to process your personal data in cases where consent is required; take **appropriate security measures** to protect your personal data and we demand the same from parties who process personal data on our behalf;
- **respect** your right to inspect, correct or delete your personal data held by us.

We act as the controller in the data processing. In this Privacy and Cookie Statement, we explain which personal data we collect and use and for what purposes. We recommend that you read it carefully.

### Processing of personal data

By using our website, you leave certain data with us, which may include personal data. We only store and use personal data that are provided directly by you or which are clearly provided to us for processing purposes. We will not use the personal data for any other purposes, unless you have given your prior consent thereto, or legislation allows us to do so.

Networking4ALL only collects and processes personal data to ensure proper functioning of our website and to analyze trends.

If you use our website, we will process the following personal data:

company name;

title;

initials;

first name;

surname;

sex;

address;

postal code;

city;

province;  
country;  
language;  
contact details;  
CSR files;  
IP address.

### **Processing purposes**

We process your personal data for the following purposes:

- to give access to the website [www.networking4all.com](http://www.networking4all.com);
- to contact you regarding the services you requested;
- to provide the services you requested;
- to analyze statistics and optimize the website;
- to offer the different functionalities on the website, among which the website security check and the live chat function;
- to inform you via our newsletter about other products and services of Networking4all (only if you consent to this);

### **Retention periods**

When you purchase one of our services or products, we use your personal data to conclude this properly. You can manage your purchases via our login-portal, for which you can create an account. After paying for our products, we also receive payment and billing information. We store this data until the service is concluded and seven years after. This is the statutory retention period of the Dutch tax authorities.

We will retain other personal data about your account and about the order of our products and services until you delete your account. Your personal data that we need to apply for certificates will be stored as long as we provide this certificate. For this, we need to share your personal data with our suppliers. They determine retention periods for your data themselves.

Networking4all may store your data longer, if we must observe a longer statutory retention period based on a legal obligation.

### **Newsletter**

If you have consented thereto, we may contact you by e-mail for commercial purposes with personalized offers. Each communication by e-mail will include an option to unsubscribe. Furthermore, you can also unsubscribe from the newsletter via this link.

### **Provision to third parties**

Your personal data can be transferred to and saved by external specialists that are hired by Networking4all to process data for Networking4all and to help deliver the content and the services that you request. Networking4all will take appropriate measures to protect your personal data. Networking4all will oblige these external specialists to handle your personal data confidentially and to take appropriate technical and organizational measures to protect your data against any form of unlawful processing.

Additionally, your personal data may be revealed to a third party if Networking4all is obliged to do so by court order or by any legal or statutory obligation, or if we think that this is necessary to prevent or stop illegal activities or violations of our policy.

## **Cookies**

Cookies are small information files in which we can store information, so that you do not have to fill in that information again. We can also use them to see whether you are visiting us again. This is done through the web browser on your device (including a PC, tablet or smartphone). The information that can be transmitted by a cookie, over the use of our website, can be transferred to the own secured server of Networking4all or to the servers of a third party.

Our website uses cookies. Cookies are used by us, but they are also used by third parties that we engage for our processing purposes. We use cookies on our website for the following purposes:

- to enable the functionality of our website (technical and functional cookies);
- to generate overall statistics and gain insight into the use of our website by the public in order to optimize our website and services (analytics cookies);
- to facilitate the chat function on our website, by which you can ask us questions about our services (customer interaction cookies);

For the abovementioned purposes, we use the following cookies:

<b>Name of Cookie</b>	<b>Purpose of Cookie</b>
Google Analytics	Analytics
Google Tag Manager	Analytics
Zendesk	Customer interaction
Zopim	Customer interaction

The first time you visit our service, we will show you a notification explaining our cookies and ask for your permission for the use of these cookies. You can disable the use of cookies through your browser settings, but some parts of our website may not work properly as a result of that.

We made arrangements with other parties who use cookies through our website. Nevertheless, we cannot fully control what they are doing with their cookies, so please read their privacy statements as well.

## **Analytics cookies**

We use Google Analytics to track visitors on our website and to get reports about how visitors use the website. We accepted the data processing agreement from Google. Google Analytics therefore may record your visitor and user data, including part of your IP address, on Google servers in the United States. However, we did not permit Google to use your data for other Google services. Google can, however, be required by law to provide the data to third parties. We have no influence on this. More information about the processing of data by Google Analytics, can be found in the Terms of Service of Google Analytics (<https://www.google.com/analytics/terms/us.html>).

### **Customer interaction cookies**

We use customer interaction cookies to provide a live chat service, by which you can ask our specialists questions about our products and services. We recommend that you also read the Privacy Statements of Zendesk (<https://www.zendesk.nl/company/customers-partners/privacy-policy/>) and Zopim (<https://www.zopim.com/privacy.html>). Please take note that their Privacy Statements may change regularly.

### **Third party websites**

This statement does not apply to third-party websites that are linked to our website. We cannot guarantee that such third parties handle your personal data carefully and securely. We recommend that you read the privacy. Statements of their websites before you make use of the websites.

### **Changes to this Privacy and Cookie Statement**

We reserve the right to modify this statement. Changes will be published on our website and previous versions will continue to be available. We recommend that you consult this statement on a regular basis, so that you remain informed of any changes.

### **Your rights regarding your personal data**

If you have provided personal data via our website, you can send us a request for insight, inspection, rectification, restriction, modification, data portability or deletion of these data. You should send you request to [support@networking4all.com](mailto:support@networking4all.com).

To prevent abuse, we may ask you to provide proper proof of your identity. If you want to inspect personal data linked to a cookie, you should include a copy of the relevant cookie with your request, which you can find in your browser settings.

### **Data protection authority**

Of course, we also gladly help you if you have any complaints about the processing of your personal data. On the basis of privacy legislation, you have the right to lodge a complaint with the national supervisory authority responsible for the protection of personal data against our processing of your personal data. You can contact them for complaints.

### **Contact details**

If you have any questions about your privacy or about the Privacy and Cookie Statement, you can send an e-mail to [support@networking4all.com](mailto:support@networking4all.com). Besides this, you can contact us via the following contact details:

#### **Networking4aLL B.V.**

Weg der Verenigde Naties 1  
3527KT Utrecht  
The Netherlands

#### Phone number:

+31 (0)20 788 10 31

#### Chamber of commerce The Netherlands

20099481