



- Privacy Statement -

Vista Interior Projects B.V., located at Twentepoort West 14F 7609 RD Almelo, is responsible for processing personal data as reproduced in this privacy statement.

Contact details:

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Ester Cobben is the Vista Interior Projects B.V.'s data protection officer. She can be reached at Info@vistaprojects.nl

Personal data processed by Vista Interior Projects B.V.

Vista Interior Projects B.V. processes your personal data, as a result of the fact that you use our services and/or because you yourself supply them to us.

Below please find an overview of the personal data that we process:

- Given name and family name
- Address details
- Phone number
- Email address

Special and/or sensitive personal data processed by us

Our web site and/or service do not have the intention to collect data on web site visitors younger than 16. Except if they have permission from parents or guardian. We have no way of checking whether a visitor is older than 16, however. We therefore advise parents to be aware of their children's online activities so as to prevent data about children being collected without parental permission. If you are convinced that we have collected personal data about a minor without that permission, please contact us at info@vistaprojects.nl, and we will delete that information.

With what purpose and on what basis do we process personal data?

Vista Interior Projects B.V. processes your personal data to the following ends:

- to be able to phone or email you, should this be necessary to carry out our services

Automated decision processes

Vista Interior Projects B.V. does not take decisions regarding matters that may have (considerable) consequences for persons on the basis



of automated processes. This concerns decisions taken by computer programs or systems, without intervention by a human being (for example, an employee of Vista Interior Projects B.V.). Vista Interior Projects B.V. uses the following computer programs or systems:

Exact Online, our accounting and CRM system. In this program contact details are stored, only for the necessary period when we are in contact with you, and if applicable, in correspondence with you or when giving you a quotation.

How long do we keep personal data?

Vista Interior Projects B.V. does not keep your personal data any longer than strictly necessary for realising the goals for which your data are collected. We adhere to the following retention periods for the following (categories of) personal data: We do not keep your personal data any longer than strictly necessary. Data received via internet requests are kept for a maximum of 3 months unless we need them longer and can properly explain why. We keep our clients' data as long they are our clients and or delete them when they indicate they no longer wish to be our clients. We keep our suppliers' data as long as we purchase goods and/or services from them.

Sharing personal data with third parties

Vista Interior Projects B.V. does not sell your data to third parties and supplies them only if necessary to carry out the agreement that we have with you or to meet any legal requirements. With the companies that process your data under our authority we enter into a processor agreement to ensure the same level of security and confidentiality our your data. Vista Interior Projects B.V. remains responsible for these processes.

Cookies, or similar techniques used by us

Vista Interior Projects B.V. uses only technical and functional cookies as well as analytical cookies that do not invade your privacy. A cookie is a small text file that is stored on your computer, tablet or smartphone when you first visit our web site. The cookies that we use are necessary for the technical functioning of the web site and its user-friendliness. They ensure that the web site works properly and remember your preferred settings. They also enable us to optimise our web site. You may opt out of cookie storing by changing the settings of your internet browser in such a way that it no longer stores cookies. In addition, you can also delete all the information that was previously stored through the settings of your browser.



Viewing, editing or deleting data

You have the right to view or correct your personal data or to have them removed. You also have the right to withdraw any permission to have your data processed or to object to the processing of your personal data by Vista Interior Projects B.V. In addition you have the right to have your data transferred, which means you may request that we send the personal data that we have of you in our computer system to you or a third party.

You may send a request to view, edit, remove or transfer your personal data, your withdrawal of permission, or your objection to any processing of your personal data to info@vistaprojects.nl.

To ensure that the request to view your personal data is indeed made by you, we ask that you attach a copy of your identity card to your request. Please make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of your passport), passport number and Social Security Number (burgerservicenummer, BSN) unreadable to protect your privacy. We will respond to your request as soon as possible, but always within four weeks.

Vista Interior Projects B.V. also wants to point out that you have the possibility to file a complaint with the national supervising body, the Autoriteit Persoonsgegevens. This can be done using the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

How we protect your personal data

Vista Interior Projects B.V. takes the protection of your data seriously and takes appropriate measures to prevent abuse, loss, unauthorised access, unwanted publication and illegal changes. If you should have the impression that your data are not properly protected or if there are indications of abuse, please contact our customer support centre or send an email to info@vistaprojects.nl