

## **PRIVACY STATEMENT**

Yur Advocaten B.V. (further: "Yur") considers it of great importance that personal data is handled with care. Personal data are therefore processed and secured by us in accordance with the General Data Protection Regulation ("AVG"). In this Privacy Statement you will find information about our use of your personal data. We reserve the right to modify this Privacy Statement. Changes will be published on our website [www.yur.nl](http://www.yur.nl) ('Website').

### **1) PERSONAL DATA**

- We provide legal services. In order to perform these activities properly, it is sometimes necessary for us to process your personal data. Personal data is data that can be traced directly or indirectly to you and is left by using our services.
- Personal data is provided, among other things, by entering into a contract of assignment, completing the contact form on our website or by visiting our office premises. Only personal data provided directly by you or which, when provided, it is clear that it is provided to us for processing, will be processed and stored by us.

### **2) IDENTITY**

- The controller of your personal data is:
  - YUR Advocaten B.V. established in Spijkenisse and having its office in (3063AN) Rotterdam, at the address Oostmaaslaan 71 and registered in the trade register of the Chamber of Commerce under number 24292190.

### **3) TYPES OF PERSONAL DATA AND PURPOSES OF USE**

The following personal data are collected and stored by us:

#### **Principals**

#### **Type of personal data**

- Contact information of client or its legal representatives (such as first name, last name, company name, title, address, place of residence, phone number);
- Financial data, medical data, criminal data, BSN.

#### **Purposes**

- Performing your assignment and managing the resulting relationships;

- Calculating or recording claims, making payments and collecting receivables;
- Relationship management, marketing, customer administration and service purposes.

### **Legal Basis**

- Execution of agreement with client;
- Compliance with legal (administrative) obligations;
- Complying with (contractual) requirements for (professional liability) insurance;
- Serving the legitimate interest of providing services to clients as efficiently as possible.

### **Retention period**

- Up to a maximum of 20 years after the termination of the Assignment.

### **Consequences of not providing data**

- Without the personal data, we may not be able to the assignment on behalf of the client(fully) complete.

### **Users of our website**

#### **Type of personal data**

- The message left by the user, including any included by the user personal data in that message;
- Cookies (see further in point 6) of this privacy statement.

#### **Purposes**

- Service purposes; to fully process the user's message;
- Relationship management, marketing, customer administration.

### **Legal Basis**

- Serving the legitimate interest of providing services to users as efficiently as possible website.

### **Retention period**

- For up to the duration necessary to fully address and the content of your request process, but no longer than one year unless an assignment is made.

#### **Consequences of not providing data**

- Without the personal data, we may not be able to (fully) process the message.

#### **4) RETENTION PERIODS**

- We keep your personal data for the maximum period as above under point 3) of this mentioned privacy statement, unless we have your data the basis of a legal (storage) obligation or to keep for a longer period on if longer storage is really necessary for carrying out our activities.

#### **5) USE OF PERSONAL DATA BY THIRD PARTIES**

- Personal data will not be disclosed to third parties without your separate express consent, unless we are required to do so by law. If we give third parties access to your data, we will do so only if we are certain that the third party will only use the data in a manner and for a purpose that is related to the purpose for which the data was obtained, subject to the (confidentiality and security) measures required by law and only in accordance with this privacy statement. To ensure this, we have made with all parties to whom it your personal data contractual arrangements (processor agreements) provides.
- Through our website, cookies are placed by the company Google, as part of the "Google analytics" service. This service allows us to track how visitors use the website. Google may this information provide to third parties when legally required to do so, or to the extent that third parties the information process on Google's behalf. We have concluded a processing agreement with Google and have Google prohibited therein from using the obtained analytics information for other Google services. have also disabled the forwarding of IP addresses to Google through Analytics.

#### **6) USE OF COOKIES**

- We use cookies when offering electronic services. A cookie is a simple small file that is sent with pages of a website and by your browser on the hard stored drive of your computer or on your smartphone or tablet. Among , this allows us to combine pages of the website and to user behavior different requests for analyze . This in turn helps us to improve our services. For further information on the use of cookies and your rights click [here](#).

#### **7) RIGHT OF INSPECTION AND CORRECTION**

- You may object to the use of your personal data, for example, if you believe that the use of your personal data is not necessary for the performance of our activities or the of a legal obligation.
- You have the right to access your personal data. This means that you can request which of your personal data is registered and for what purposes it is used.
- If you believe that we have incorrect personal data about you, you can have this personal data corrected. You can also ask us to restrict the processing of your personal data, including for the period we need to assess your requests or objections.
- You can also ask us to remove your personal data from our systems.
- Finally, you can ask us to arrange for your personal data to be to another party.
- We will comply with your request unless we have a compelling legitimate interest in the not deleting data that outweighs your privacy interest. Once we have the data deleted , for technical reasons we may not immediately all copies of the data from our delete systems and backup systems. We may refuse to comply with the foregoing requests if they are unreasonably frequent, require unreasonable technical effort, or have unreasonable technical impact on our systems or the privacy of others compromise.
- You can make the above-mentioned requests or objection by sending a letter your name, address, telephone number and a copy of a valid ID via [info@yur.nl](mailto:info@yur.nl). Do not forget to make your BSN unreadable on the copy of the identity document and to cover the passport photo before you send it. You will receive a reply within 4 weeks.

## **8) SECURITY**

- We take all reasonable, appropriate security measures to protect you from unauthorized access or alteration, disclosure or destruction of your personal data. In doing so, we comply applicable security standards.
- If, despite the security measures in place, a security incident likely to adversely affect your privacy occurs, we will inform you of the incident as soon as possible. We will also inform you about the measures we have taken to limit the consequences and prevent recurrence in the future.

## **9) THIRD PARTY WEBSITES**

- This privacy statement does not apply to third-party websites linked to our website. We cannot guarantee that these websites will a reliable or

handle your personal data insecure manner. Always read the relevant website before using it for the privacy statement of more information on how they handle your data.

## **10) CONTACT AND COMPLAINTS**

- For questions regarding the use of your personal data, please contact our office manager Leonie Vastenhout at [vastenhout@yur.nl](mailto:vastenhout@yur.nl)
- Of course we are happy to help you if you have complaints about the processing of your data. Should you nevertheless have a complaint about our use of your data, you are under legislation to also have the right privacy submit a complaint to the privacy regulator, the Authority for Personal Data. You can contact the Authority for Personal Data.