



# BLOOM YOUR LIFE

FLORAL STUDIO | EST 2008

Privacy *agreement*

Marte Glasbergen Bloom Your Life is responsible for the processing of personal data as shown in this privacy statement.

## CONTACT DETAILS

Marte Glasbergen Bloom Your Life

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Email: [info@bloomyourlife.nl](mailto:info@bloomyourlife.nl)

Marte Glasbergen is the Data Protection Officer at Marte Glasbergen Bloom Your Life

## PERSONAL DATA THAT ARE PROCESSED

Marte Glasbergen Bloom Your Life processes personal data by using our services and / or by providing this information to us. Below is an overview of the personal data we process:

- First and last name
- Address data
- Telephone number
- E-mail address
- Physical limitations

## PURPOSE AND BASIS OF THE PROCESSING OF PERSONAL DATA

Marte Glasbergen Bloom Your Life processes personal data for taking care of flowers and decorations on location. Part of this could include: ceremony, lunch, dinner, reception, party. While taking care of the flowers and decorations of a wedding or business event, there are contacts with the bridal couple, the family, the business client and various suppliers who provide products and / or services for the wedding or business event.

## WE PROCESS YOUR PERSONAL DATA FOR

- handling your payment;
- to deliver goods and / or services to you.
- to call or e-mail if necessary to carry out our services.

Marte Glasbergen Bloom Your Life also processes personal data if we are legally obliged to do so, such as information that we need for our tax return.

## STORAGE PERIOD

Marte Glasbergen Bloom Your Life does not store your personal data longer than is strictly necessary to realize the purposes for which your data is collected. We use the following retention periods for the following categories of personal data:

- personal data concerning guests: up to 1 year after the wedding / business event;
- personal data concerning client and subcontractors: up to 7 years after the marriage / business event to meet the requirements of the tax authorities;
- information that we save after 7 years, for example reference or references, will be made anonymous, for example by using only the first names and event / wedding date.

## SHARING PERSONAL DATA WITH THIRD PARTIES

Marte Glasbergen Bloom Your Life will not sell your personal data to third parties and will only provide them if this is necessary for the execution of the concluded agreement and / or to comply with legal obligations.

Marte Glasbergen Bloom Your Life only provides your information to third parties who are necessary involved in the organisation of your wedding or business event. Our employees and third parties engaged by us are obliged to respect the confidentiality of your data. We conclude a processor agreement with companies that process your data.

## COOKIES, OR SIMILAR TECHNIQUES

Marte Glasbergen Bloom Your Life uses only technical and functional cookies and analytical cookies that do not infringe your privacy. A cookie is a small text file that is stored on your computer, tablet or smartphone when you first visit the website.

The cookies we use are necessary for the technical operation of the website, your ease of use and checking the performance of the website. They ensure that the website works properly and remember, for example, your preferred settings.

We can also optimize our website with this. You can opt out of cookies by setting your internet browser so that it does not store cookies anymore. In addition, you can also delete all information previously saved via the settings of the browser.

## VIEW, MODIFY, TRANSFER OR DELETE DATA

You have the right to view, correct or delete personal data. In addition, you have the right to withdraw any consent for the data processing, to object to the processing of personal data or to request the data for transfer.

You can send such a request to [info@bloomyourlife.nl](mailto:info@bloomyourlife.nl). To be sure that the request for access has been made by you, we ask you to send a copy of your ID. The advice is to blacken the passport photo, the strip with numbers at the bottom of the passport, the passport number and the Citizen Service number to protect your privacy.

## SECURITY OF PERSONAL DATA

Marte Glasbergen Bloom Your Life takes the protection of your personal data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. For this we have, among other things, taken the following measures:

- documents stored in o.a. Google Drive
- keep up-to-date on software used by us;
- up-to-date antivirus and anti-malware protection;
- up-to-date firewalls both on workstations and on the internet connection of our
- internal
- network;
- password policy. This is enforced by a password management tool;
- secure storage of paper files;
- safely destroying paper files;

## DATA LEAKS

The processor will inform the controller of any 'personal data breach' as referred to in Article 4, sub 12 AVG. For general information about the Personal Data Protection Act and requesting a brochure, you can contact the Infoline Central Government, or via [www.rijksoverheid.nl](http://www.rijksoverheid.nl) where most information is available in PDF format.

## CHANGES TO PRIVACY POLICY

Marte Glasbergen Bloom Your Life reserves the right to make changes to this privacy policy, for example when laws and regulations require it. Changes will only be made known via the website in an adapted version. Please consult the privacy statement on our website periodically.

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