



PRIVACY STATEMENT

Customers and Suppliers administration

Form
Version May 2018

Company address : Euro-Mit Staal B.V.
Registered address : Duitslandweg 7, 4389 PJ Ritthem, The Netherlands
Mailaddress : P.O. Box 535, 4380 AM Vlissingen, The Netherlands
Represented by : Mr. P.C.J. de Graaff, General Manager
Telephone : +31118 422500
Email : info@euro-mit-staal.com

Collection and use of personal data customers, suppliers and other contractors

EURO-MIT STAAL B.V. (EMS) would like to draw your attention to the fact that EMS will collect and use the personal data you provide to us because this is necessary to conclude with you and perform a possible agreement. This applies to both our (potential) customers and to parties from which EMS purchases goods and/or services.

If you are a (potential) customer of EMS, EMS will use your data to be able to send you an offer, to be able to determine what specifications or wishes certain goods or services must satisfy, in order to be able to deliver goods or carry out the activities for you, in order to be able to invoice you and to be able to communicate with you quickly and efficiently concerning the implementation aspects of the agreement.

If you are a (potential) supplier or another contractor, your personal data are also required for concluding and performing the agreement. In case of purchasing, this is necessary in order to be able to inform you what specifications or wishes certain goods or services should satisfy in EMS' opinion, to be able to send a request for an offer or to place an order with you, to be able to pay your invoices and to be able to communicate with you quickly and efficiently concerning other aspects of the agreement.

You are not obliged to provide your personal data to EMS. If you do not provide personal data to EMS or provide EMS with insufficient personal data it may be the case that EMS will not be able to carry out the abovementioned activities.

If you have granted EMS your approval to do so, EMS will store and use the personal data you have provided in order to be able to inform you personally by e-mail in the future of EMS existing and new products and services and possibly make you an offer in this connection. Every time EMS send you a marketing e-mail, you have the option of informing EMS that you no longer wish to receive such e-mails. See in this connection the opt-out link at the bottom of each mailing.

Retention period personal data belonging to customers, suppliers and other contractors

If you requested an offer from EMS, but you did not become a customer of EMS, EMS will remove your data at most one year after our last contact. EMS will also remove your personal data at most one year after our last contact if EMS received an offer from you but we did not become your customer. If you did become our customer or EMS did become your customer, EMS will retain your personal data for a term of seven years after the end of the financial year in which the agreement with you was performed. The period of seven years corresponds to the period for which we are obliged to keep our records for the Tax and Customs Administration. EMS will remove your personal data after this period has ended.

Collection and use of personal data belonging to business clients (other than customers, suppliers and other contractors)

We would like to draw your attention to the fact that EMS will collect and use the personal data you provide to us because you have consented thereto or because this is necessary in order to look after our legitimate interests. EMS processes the following data: name, address and contact details.

If you are a business relation of EMS, EMS will use your data to be able to contact you for purposes that are in the interest of our business. This includes for example discussion of a possible collaboration, providing and obtaining information and maintenance of our network.



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Retention period personal data belonging to business relations

Personal data belonging to business relations will be removed one year after our last contact.

Transfer to third parties

In connection with the performance of a possible agreement with you it may be necessary to provide your personal data to parties that supply parts, materials or products to EMS or who perform activities on our instructions. EMS may furthermore make use of external server space for the storage of (parts of) our sales and purchasing records and our records of business relations. Your personal data are part of these records. Therefore your personal data are provided to the service space provider. EMS also uses Microsoft Office and the related storage facilities for e-mails and other files.

Your rights

You have the right to request to inspect your own personal data. If there is reason to do so, you may also request EMS to supplement your personal data or to correct inaccuracies. You also have the right to request that your personal data be deleted or that the use of your personal data be limited. You can also submit an objection to the collection and use of your personal data to us or submit a complaint to the Dutch Data Protection Authority. And finally, you have the right to request to obtain your personal data or that they are transferred to another party. In order to be able to exercise your rights, you can apply to: EURO-MIT STAAL B.V., P.O. Box 535, 4380 AM Vlissingen, telephone +31118 422500, or by email gdpr@euro-mit-staal.com.

Naturally you can also contact us if you have questions or require further data concerning the collection and use of your personal data.

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