

Last updated: January 17th 2023

PaperFoam B.V., established at Hermesweg 22, 3771 ND Barneveld, is responsible for the processing of personal data as shown in this privacy statement.

Contact details:

<https://www.paperfoam.com/>

Hermesweg 22, 3771 ND

Barneveld

+31 (0) 342 401 667

Zeger Beukers is the Data Protection Officer of PaperFoam B.V. He/she can be reached via quality@paperfoam.com

Personal data we process

PaperFoam B.V. processes your personal data because you use our services and / or because you provide them to us yourself.

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

- First and last name
- Address
- Telephone number
- E-mail address
- Other personal data that you actively provide, for example by creating a profile on this website, in correspondence and by telephone
- Bank account

Special and/or sensitive personal data that we process

Our website and/or service does not intend to collect data about website visitors who are younger than 16 years of age. Unless they have permission from parents or guardian. However, we cannot check whether a visitor is older than 16. We therefore advise parents to be involved in the online activities of their children, in order to prevent data about children from being collected without parental consent. If you are convinced that we have collected personal information about a minor without this permission, please contact us via info@paperfoam.com and we will delete this information.

For what purpose and on what basis we process personal data

PaperFoam B.V. processes your personal data for the following purposes:

- Handling your payment
- To be able to call or e-mail you if this is necessary to be able to carry out our services
- To inform you about changes to our services and products
- Offer you the opportunity to create an account
- To deliver goods and services to you

Automated decision-making

PaperFoam B.V. does not take responsibility based on automated processing decisions about matters that can have (significant) consequences for people. These are decisions that are taken by computer programs or systems, without involving a person (for example, an employee of PaperFoam B.V.). PaperFoam B.V. does not use computer programs or systems:

How long we store personal data

PaperFoam B.V. does not store your personal data longer than is strictly necessary to achieve the purposes for which your data is collected. We use the following retention periods for the following (categories) of personal data:

- 10 years for customers, after termination of relationship
- 6 Months for all other information

Sharing personal data with third parties

PaperFoam B.V. does not sell your information to third parties and only provides it if this is necessary for the execution of our agreement with you or to comply with a legal obligation. With companies that process your data on our behalf, we conclude a processor agreement to ensure the same level of security and confidentiality of your data. PaperFoam B.V. remains responsible for these processing operations.

Cookies, or similar techniques, that we use

PaperFoam B.V. only uses technical and functional cookies. And analytical cookies that do not infringe on your privacy. A cookie is a small text file that is stored on your computer, tablet or smartphone when you first visit this website. The cookies we use are necessary for the technical operation of the website and your ease of use. They ensure that the website works properly and remember, for example, your preferred settings. It also allows us to optimize our website. You can opt out of cookies by setting your internet browser so that it no longer stores cookies. In addition, you can also delete all information previously stored via the settings of your browser.

View, modify or delete data

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

personal data by PaperFoam B.V. and you have the right to data portability. This means that you can submit a request to us to send the personal data that we hold about you in a computer file to you or another organization mentioned by you.

You can send a request for access, correction, deletion, data transfer of your personal data or request for withdrawal of your consent or objection to the processing of your personal data to info@paperfoam.com.

To ensure that the request for access has been made by you, we ask you to send a copy of your proof of identity with the request. In this copy, make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Citizen Service Number (BSN) black. This is to protect your privacy. We will respond to your request as soon as possible, but within four weeks.

PaperFoam B.V. would also like to point out that you have the opportunity to file a complaint with the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

How we protect personal data

PaperFoam B.V. takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. If you have the impression that your data is not properly secured or there are indications of abuse, please contact our customer service or via info@paperfoam.com