

Privacy statement

annemiekeverhoeff.com

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Below you can read how we handle your personal data. Of course we will do this as carefully and confidentially as possible at all times. In this privacy policy you will find information about:

- What personal data is processed.
- For what purpose personal data is processed.
- How long personal data is stored, and the security of this data.
- Privacy policy of third parties.
- Having personal data changed or deleted.
- What happens when we make changes to this privacy policy

1. About us

annemiekeverhoeff.com

Postbus 30104
1303 AC Almere
KvK 69310815

Contact: Annemieke Verhoeff

Please contact us with any questions or requests:

info@annemiekeverhoeff.com

2. Personal data

The following personal data is (potentially) collected by filling in the contact form, by subscribing for the newsletter, by downloading content, by contact via email or our contact form, by purchasing services from the website or by stepping into a client-relationship with Annemieke, Big Hearted or Big Hearted Academy:

- First and last name
- Company name
- Address data
- E-mail address
- Telephone number(s)
- IP Address
- Bank account number
- Invoicing data, ie. KvK number, client number, invoicing number, VAT number.

3. Purposes

We will not process more data than is strictly necessary to fulfill the purpose for which data is collected. We handle the information collected with care. Data is never made available to third parties for commercial purposes.

Personal data is processed for the following purpose:



Contact

If you have contacted us, by telephone, email, contact form, the download section on our site, or social media, then we've received information from you. We process this in order to respond to your message or request. If you have contacted us via social media, this will usually be via Annemieke's personal account. This then concerns private or domestic use.

Newsletter

We like sharing a newsletter if you are a client or if you have subscribed to the newsletter. We process your name and email address, so we can share information and inform you about changes to products and/or services. If you subscribe for the newsletter, your e-mail address is automatically added to the list of subscribers. In our newsletter, a link allows you to unsubscribe from the newsletter at any time.

Payments, proposals, assignments and invoicing

When you purchase a product on our website, your contact info for receiving the product or service, and payment details like your bank and account number, is shared with us. If you have given us an assignment or we deliver a service, we process data necessary for the execution of that assignment or service. In any case, this is your name and email address and the information that is necessary for us to send a correct invoice. When payment is made, we will also be shown which account this is from and who the account holder is. Besides creating proposals and invoices, we need data to execute an assignment well. In this case, we process and save that data for the duration of our agreement.

4. How long personal data is stored

We do not retain personal data for longer than is strictly necessary to fulfill the purposes for which data are collected.

5. Security

We have taken appropriate organizational and technical measures to protect personal data against loss or other forms of unlawful processing. These measures ensure a security level that is appropriate for the data we process.

6. Privacy policy of third parties

Our privacy policy does not apply to websites of third parties connected to our website by links. We cannot guarantee that these third parties will process your personal data in a secure and careful manner. We therefore advise you to read the privacy policy of these websites before using them.

7. Having personal data removed

You have the right to view, correct, limit or delete personal data shared with us. To do so, please send an e-mail to info@annemiekeverhoeff.com.

8. Cookies

To ensure the proper and efficient functioning of this website, we use cookies.

A cookie is a small text file that is sent along with pages of this website and stored by your browser on your device. The information stored in these cookies may be returned to our servers when you visit the website again.

Google Analytics

We use cookies from Google Analytics to gain insight into how visitors use our website. This helps us



analyze and improve the user experience. All collected data is anonymized and cannot be traced back to individual users.

For more information about how Google processes data, please refer to [the Google Privacy Policy](#).

9. Changes

We may have to change our privacy policy, for example if we choose a new way of working. In that case, we will always publish a new privacy statement on our website. If changes apply directly to you, we will also communicate these changes directly to you.

