



# PRIVACY STATEMENT

## Contact details:

Brandy bvba

## Address of the registered office:

Avenue Huart Hamoir 111

1030 Brussels (Belgium)

Telephone: +32 2 240 10 70

E-mail: [info@brandy-jingles.com](mailto:info@brandy-jingles.com)

Company number: VAT BE 0464 797 175

is responsible for the processing of personal data as described in this privacy statement. We value your privacy and ensure that the personal information that you share with us is handled with great care. In this privacy statement we share openly how we go about this. If you have any questions, we will gladly help you! You can reach us via [info@brandy-jingles.com](mailto:info@brandy-jingles.com).

## **PERSONAL DATA THAT WE PROCESS**

We process your personal data because you use our services and/or because you share this information with us.

Below, please find an overview of all possible personal data that we process, depending on the product or service that you purchased.

- First and last name
- Address information
- Telephone number
- E-mail address
- IP address (via Google Analytics)
- Location data (via Google Analytics)
- Information about your activities on our website
- Other personal data that you actively provide by, for example, creating a profile for this website, in correspondence and by telephone.

## **SPECIAL AND/OR SENSITIVE PERSONAL DATA THAT WE PROCESS**

Our website and/or service has no intention of collecting data about website visitors who are younger than 16 years. Unless they have permission from parents or guardians. However, we cannot verify whether a visitor is older than 16. We therefore recommend that parents are involved in the online activities of their children, in order to prevent data about children being collected without explicit parental consent. If you are convinced that we have collected personal data about a minor without this consent, please contact us via [info@brandy-jingles.com](mailto:info@brandy-jingles.com) so we can remove this information. For what purpose do we process personal data?

We process personal data for the following reasons:

- To process your registration and/or payment after you have purchased a product or service.
- To be able to call or e-mail you if necessary to provide a service that you have purchased.
- To deliver goods or services that you have purchased.
- To inform you about (changes to) our services and products that you have previously purchased. For this you can always unsubscribe via a link in the mail.
- To send the newsletters and mailings for which you have registered.
- To create an account for you after you have registered.
- To adapt our range of products and services to your preferences based on your surfing behaviour. We only do this with your permission.
- To be able to send you an answer to a question that you asked us in connection with products or services that we deliver.

## **AUTOMATED DECISION-MAKING**

We do not make decisions based on automated processing algorithms that can have negative consequences for you.

## **FOR HOW LONG DO WE SAVE YOUR PERSONAL DATA?**

Personal data may not be kept for longer than necessary. The retention period depends on the purpose for which we have received or collected the data and any legal obligations to retain data. If you have any questions about this, please contact [info@brandy-jingles.com](mailto:info@brandy-jingles.com).

## **SHARING YOUR PERSONAL DATA WITH THIRD PARTIES**

We share your personal data with business partners and third parties if this is necessary for the execution of the agreement and to comply with any legal obligations. We also provide your personal data to third parties in a few other cases, but only do so with your explicit permission.

With companies that process your data at our request, we have a processing agreement to guarantee a singular level of security and to safeguard the confidentiality of your data. We remain responsible for this processing.

## **COOKIES OR SIMILAR TECHNIQUES THAT WE USE**

A cookie is a small text file that is saved in the browser of your computer, tablet or smartphone whenever you visit this website for the first time. We use 4 types of cookies.

First, the necessary cookies have a purely technical functionality. These ensure that the website works properly. Then there are the statistical cookies that collect anonymised data about the use of our website, allowing us to optimise our site. We sometimes place promotional content or job listings.

Sometimes, a web beacon or pixel is placed in such content that keeps track of how often the promotional content is viewed. We assure you that these pixels never collect privacy sensitive information. Preference-related cookies remember your preferred settings (such as preferred language or cookie preferences). Finally, we also place marketing cookies that track your browsing habits. Cookies from

embedded content originating from social media sites such as YouTube, Facebook, LinkedIn and Pinterest all fall under this category.

We already informed you about these cookies when you first visited our website and we asked you for your permission to place them.

You can also opt out of cookies from all websites by configuring your browser settings so that you no longer save cookies. You can also delete all information previously saved via the preferences of your browser. If you disable these cookies in your browser, you can no longer use all the functionalities of our website and embedded content is no longer visible. This may lead to a disappointing experience of our website.

### **VIEW, MODIFY OR DELETE DATA**

You have the right to view, modify or delete your personal data. You also have the right to retract your permission for the processing of data or object to our processing of your personal data and you have the right to data transferral. This means that you can submit a request to send the personal data that we have from you as a computer file to you or to another organisation mentioned by you.

You can send a request for access, correction, removal, transferral of your personal data or request for withdrawal of your consent or the objection to the processing of your personal data to [info@brandy-jingles.com](mailto:info@brandy-jingles.com).

To ensure that the request for access is indeed done by you, we ask you to attach a copy of your ID to the request. To protect your privacy, make your passport photo, passport number and national registration number black in this copy. We will respond as quickly as possible, but no longer than four weeks, at your request.

We would like to point out that you have the opportunity to file a complaint with the national supervisor, the Commission for the Protection of Privacy (Drukpersstraat 35, 1000 Brussel - [commission@privacycommission.be](mailto:commission@privacycommission.be)).

### **HOW WE SECURE PERSONAL DATA**

We take the protection of your data very seriously and take appropriate measures to prevent misuse, loss, unauthorised access, unwanted disclosure and unauthorised modification. If you feel that your data is not properly secured or if there are any indications of misuse, please contact [info@brandy-jingles.com](mailto:info@brandy-jingles.com).

We have taken the following measures to protect your personal data:

- Our employees' servers and devices are equipped with current security software, such as a virus scanner and a firewall.
- We only send your data via secure Internet connections (TLS, formerly SSL).  
You can see this in the address bar ('https') and via the padlock.
- Access to personal data via mobile devices is restricted and actively monitored.
- All of our employees who have access to personal data are trained in carefully handling your data.

### **CHANGES TO THE PRIVACY AND COOKIE POLICY**

It is not inconceivable that our privacy and cookie policy will be extended or changed in the near future. We therefore advise you to regularly consult this page for any changes. If these changes are radical, we will ensure that they are communicated in a clear and notable manner.