

#### **PRIVACY NOTICE**

This notice explains how PELI Glass Products B.V. ("PELI") uses your personal data and also explains your rights relating to your personal data. Personal data is defined by the General Data Protection Regulation (EU Regulation 2016/679) ("GDPR") as "any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier."

PELI only collects and uses personal data in ways that are described here and consistent with our obligations and your rights under the law.

#### **Information about PELI**

PELI Glass Products B.V. Jacob van den Eyndestraat 73 2274 XA Voorburg, Netherlands

Chamber of commerce number: 27322728

VAT number: NL8196.98.829.B01

Data protection officer: Email: mail@peliglass.eu Telephone: +31(0)628 755 901 Postal address: as above

## Under the GDPR you have the right to:

- Be informed about our collection and use of your personal data.
- Access the personal data we hold about you.
- Have your personal data rectified if any of your personal data held by us is inaccurate or incorrect.
- Be forgotten (we delete or dispose of your personal data).
- Restrict the processing of your personal data.
- Data portability (we provide a copy of your data so you can reuse it with another service/business).

You have rights relating to automated decision-making and profiling. (We do not use data in this way.) If you have any cause for complaint, you have the right to lodge a complaint with the Information Commissioner's Office.

#### What personal data does PELI collect?

We may collect some or all of the following:

- Contact name
- Business name
- Chamber of commerce number
- VAT number
- IBAN (bank) number
- Address(es)
- Email address(es)
- Telephone number(s)
- Information about client preferences, interests, communications/interactions with you



## How does PELI use your personal data?

- Managing your account and offering/supplying our products/services to you. Your personal
  details are required for us to enter into a contract with you.
- Personalizing our products/services for you.
- Communicating with you (including but not limited to email, telephone, post).
- Marketing purposes, where you have opted in. This may include email/telephone/post with information, news, and offers on our products/services. You will always have the opportunity to opt out.

## How long does PELI keep your personal data?

If we have supplied or offered products/services to you, your customer data may remain in our administration system although it can be marked as 'inactive'.

Credit card numbers are destroyed after payment processing and are not entered into our administration system.

#### Where is the data stored?

PELI stores data in the Netherlands.

PELI uses MailChimp to prepare and send email newsletters, and therefore stores a list of contact information (email address, name, country) within our MailChimp account.

# Does PELI share your personal data?

We sometimes contract with third parties to supply products/services on our behalf. This may include suppliers who ship products directly to our customers, and also transporters, payment processors, and collection agencies. These third parties may require access to some or all of your personal data. In some limited circumstances we may be legally required to share certain personal data, which might include yours, if we are involved in legal proceedings or complying with legal obligations.

#### How can you access your personal data?

You can request details and a copy of your personal data via a 'subject access request'.

All subject access requests should be sent to the email or postal address below. We will respond to your request within 4 weeks of receiving it.

There is normally no charge for a subject access request. If your request is 'manifestly unfounded or excessive' (for example, if you make repeated requests), a fee may be charged to cover administrative costs.

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## **Changes to this Privacy Notice**

We regularly review and, where necessary, update our privacy information.

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