

## Privacy statement

Vitro Westland BV, having its registered office at Van Gijnstraat 20 2288 GB The Netherlands, is responsible for the use of personal data as outlined in this privacy statement.

Contact details:

[www.vitrowestland.nl](http://www.vitrowestland.nl)

Van Gijnstraat 20

2288 GB Rijswijk

Nederland

+31 15 2131933

## Personal data that we process

Vitro Westland BV processes your personal data because you use our services and / or because you provide these to us yourself. Below you will find an overview of the personal data that we process:

- First and last name
- Email address
- Address
- Phone number

## Specific and/or sensitive personal data that we use

Our website and/or service does not intend to collect data of visitors to our website who are under 16 years, unless they have permission from a parent or guardian. We cannot, however, verify if a visitor is older than 16 years old. We therefore recommend parents to be involved in the online activities of their children, to avoid that data are being collected without parental consent. If you believe that we have collected personal data from a minor, please contact us at [sales@vitrowestland.nl](mailto:sales@vitrowestland.nl), and we will remove this information.

## The purpose of and grounds on which we process personal data

Vitro Westland BV processes your personal data for the following purposes:

- For handling your payment
- To send our newsletters and/or promotional brochures to members who have chosen to subscribe.
- To contact you by phone or e-mail if this needed for us to provide you with our service.
- To deliver goods and services to you

## Automated decision making

Vitro Westland BV does not take decisions based on automated processing of cases that may have (significant) consequences for people.

## For how long we keep your personal data

Vitro Westland BV bewaart uw persoonsgegevens niet langer dan strikt nodig is om de doelen te realiseren waarvoor uw gegevens worden verzameld. This excludes data that we are required to keep to comply with legal obligations.

## Sharing personal data with third parties

Vitro Westland BV may disclose personal data to third parties only if this is necessary for us to carry out our agreement with you or to fulfill a legal obligation.

## Cookies, or similar technologies that we use

Vitro Westland BV 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 saved on your computer, tablet or smartphone when you first visit this website. The cookies that we use are necessary for the technical operation and user-friendliness of our website. Cookies enable the functionality of the website and remember your preferred settings. It also helps us to optimize our website. You can disable cookies by changing the settings in your internet browser to make sure no cookies are being saved. You can also select an option in your settings that deletes all information that has been stored before.

## View, edit or remove data

You have the right to view, edit or remove your personal data. You also have the right to withdraw or object to your consent for processing data, and you have the right to data portability. That means that you can ask us to send the personal data that we have of you in a computer file to you or a third party of your choice. You can send us your request to view, edit, remove or transfer your personal data, or to withdraw your consent to process your personal data by sending an email to [sales@vitrowestland.nl](mailto:sales@vitrowestland.nl). To make sure this request has been made by you, we ask you to enclose a copy of your ID to the request. Please blacken your passport photo, MRZ (machine readable zone, the range of numbers at the bottom of your passport), passport number, Social Security Number. This is to protect your privacy. We will respond to your request as soon as possible, within four weeks. Vitro Westland BV would also like to point out that you can submit a complaint with the Dutch Data Protection Authority. Follow this link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-deautoriteit-persoonsgegevens/tip-ons>

## How we protect personal data

Vitro Westland BV takes the protection of your personal data seriously and takes the appropriate measures to prevent abuse, loss, unauthorized access, unwanted disclosure or unauthorized alterations of the data. One measure is to store personal data on a secure server. We also make sure only the necessary people have access to the data, that this access is restricted, and that our security measures are regularly being checked. Moreover, we have agreed with all our personnel to maintain confidentiality. If you nevertheless have the impression that your personal data is not sufficiently protected or if there are signs of abuse, please contact [sales@vitrowestland.nl](mailto:sales@vitrowestland.nl)

## Alterations

This privacy statement can be altered by Vitro Westland BV. The altered privacy statement is valid from the date of publication on the Vitro Westland BV website.