

Privacy Policy SVP architectuur en stedenbouw

In this Privacy Policy, “**SVP architectuur en stedenbouw**”, “we”, “us” or “our” means **SVP architectuur en stedenbouw**; “you” or “your” means you, the person who provides us with personal data; and “personal data” shall have the meaning assigned to it in Article 4 of Regulation (EU) 2016/679 of the European Parliament and of the Council.

Personal Information Collection

We may request or collect personal information from online users in a variety of ways, including through online forms for ordering products and services, and other instances where users are invited to volunteer such information. “Personal information” in this privacy policy, we mean information, which identifies you as an individual, or is capable of doing so – for example, your name, address, telephone number, email address, date of birth and billing information.

Your data will not be disclosed to any third parties without your consent or as otherwise allowed by the relevant Data Protection legislation and will only be used for responding to your query (or purposes associated with that purpose).

You have the right to be informed about what data we hold about you along with other rights set out in the legislation.

Length of data retention and Data Maintenance

The time period for which we keep information varies according to what the information is used for. In some cases, there are legal requirements to keep data for a minimum period. Unless there is a specific legal requirement for us to keep the information, we will retain it for no longer than is necessary for the purposes for which the data was collected or for which it is to be further processed.

The data may be stored on one or more databases directly or indirectly maintained by **SVP architectuur en stedenbouw**. We employ industry standard security measures to protect the confidentiality of the information, but whilst we cannot guarantee that any loss, misuse or alteration of data will not occur, every effort is made to prevent such occurrences. Any particularly sensitive information is encrypted prior to transmission to us and will only be stored in encrypted systems.

Providing Information about someone else

If you are providing personal data to us about someone else you confirm that they have appointed you to act for them, to consent to the processing of their personal data, and that you have informed them of our identity, of this Policy, and of the purposes (as set out in this Policy) for which their personal data will be processed.

Access to your information

We will make your personal data available to you for review pursuant to a simple request from you. If you tell us that the personal data which we hold about you is incorrect or is used inappropriately, we will correct, update or delete such person data as appropriate. You also have other rights such as the right to request from us erasure of personal data or restriction of processing or to object to processing and the right to data portability. For information about how to get access to your personal data and for exercising your rights, please contact us at **SVP architectuur en stedenbouw**.

Your Responsibilities

If any of your information changes, it is your sole responsibility to notify us about the change as soon as possible. It is your sole responsibility to ensure that all usernames and passwords issued to you are kept safe and secure. If you have any questions please contact us at: info@svp-svp.nl or 033-4701188