



Privacy Statement

Version: 17 Feb. 2021

We from MF Vacuum value your privacy. The privacy statement below applies to MF Vacuum data processing. MF Vacuum respects your privacy and makes every effort to ensure that your data is treated confidentially and in accordance with the applicable privacy legislation.

Data

In the first place, a distinction must be made between personal data and special personal data. Personal data is data that tells something about you and can also identify you. With personal data you should think of: first and last name, date of birth, address, e-mail address, telephone number and citizen service number. Special personal data are data about race, religion, health and criminal history. At MF Vacuum we don't process special data.

Website use

When you visit our website, you can use most functions of our website without your personal data being saved directly. However, we do use cookies. Cookies are small text files that are stored on your computer, smartphone or tablet. By placing cookies, we can save certain data from you, for example, preference settings. These preferred settings are not linked to name, address, e-mail, etc.. With this information we want to improve your experience of our website and we want to provide you with relevant information about our services.

Our website uses legally permitted cookies:

- Cookies that make our website work properly.
- Cookies that ensure that our website is user-friendly.



MF Vacuum doesn't provide the information obtained through cookies to third parties without your prior consent. Only functional cookies are being used and no personal information is stored within those cookies. We have also compiled a complete overview of the cookies we use on our website:

Wordpress User Cookies

Cookie Name	Duration	Purpose
wordpress_test_cookie	session	Used to check whether cookies are enabled to provide the proper user experience.

Those are functional cookies in which no personal information is stored.

Woocommerce store frontend

Cookie Name	Duration	Purpose
woocommerce_cart_hash	session	Helps WooCommerce determine when cart contents/data changes.
woocommerce_items_in_cart	session	Helps WooCommerce determine when cart contents/data changes.
wp_woocommerce_session_	2 days	Contains a unique code for each customer so that it knows where to find the cart data in the database for each customer.
woocommerce_recently_viewed	session	Enables WooCommerce to display a list of a customer's recently viewed products.
store_notice[notice id]	session	Allows customers to dismiss the Store Notice – a site-wide message shown to everyone visiting the store.

Those are functional cookies in which no personal information is stored.



Use of our services

If you wish to do business with MF Vacuum, we will collect data from you in order to conclude the agreement. To give you an idea of why and which data we process, we have compiled the following overview for you, note that what is in this table is not exhaustive.

Examples	Data	Reason
Contracts and agreements - Carrying out the contract. Purchase - Drafting and sending offers and quotations.	Collection of personal data, such as name, address, email, and telephone number. In addition, your customer ID, company name, and Chamber of Commerce number is stored.	MF Vacuum processes your data based on the concluded agreement. MF Vacuum meets the legal requirements regarding the recording and processing of personal data.
Administration and invoicing - <i>Recording and collecting sums due.</i> - <i>Performing operations to invoice services.</i> - <i>Performing mandatory checks.</i>	Collection of personal data, such as name, address, email, and telephone number. In addition, your customer ID, company name, Chamber of Commerce number, and bank account number is stored.	MF Vacuum must process this data on the basis of the agreement and legal provisions.
Provide information - <i>Answering your questions.</i> - <i>Providing information regarding our services.</i> - <i>Providing information when our services change.</i> - <i>Providing technical support.</i>	Collection of personal data, such as name, address, email, and telephone number. In addition, your customer ID, company name, Chamber of Commerce number, and your message or the information discussed is stored.	Information about the services of MF Vacuum, answers to questions, and technical support is provided at the request of the person concerned.



Exchange with third parties

Your data will be provided to the following parties, among others:

- Supervisors, if this is necessary in the context of the supervisory task.
- Contracted parties who are involved in the process.

Third parties to whom data are provided, process the data in accordance with their own privacy statement. MF Vacuum will furthermore explicitly ask for your consent to be share your information.

Use of automated decision making & profiling

MF Vacuum doesn't use automated decision making and / or profiling.

Retention period

- Basic data such as invoices must be kept for 7 years based on the law.
- Messages via social media or e-mail are in principle stored for 1 year, with the exception of data that is part of what has been agreed (a retention period of 7 years applies for this.)

Data Security

Regarding data security, MF Vacuum works within the given legal frameworks. MF Vacuum will take appropriate technical and organizational measures to protect the data against loss, theft or any form of unlawful processing. The following measures have been taken in the context of security:

- Encryption of data;
- Limited inspection authority within MF Vacuum;
- Treatment of data as being confidential;

Your rights

- You have the right to view your data, if you wish, please let us know.
- You are entitled to rectification, if your details are incorrect or have changed, let us know.
- You are entitled to submit a complaint, if you have a complaint about our working method with regard to AVG, you can report this to the personal data authority. However, we greatly appreciate it when you discover a "data breach" that you pass it on to us, this way we can act quickly and adequately, of course we also adhere to the duty to report (within 72 hours) of the personal data authority.



- You are entitled to a transfer as a client, you can decide to switch to a different contractor, we will transfer the data if desired.
- You have the right to stop us regarding the use of your personal data. If you wish, we would like to receive a request by email.

For further information, we refer you to: <https://www.autoriteitpersoonsgegevens.nl>

Liability

This privacy statement only relates to the personal data MF Vacuum processed for the purpose of implementing the agreement with you as a client. MF Vacuum is in no way responsible or liable for the operation and content of websites or services by third parties.

Privacy statement adjustment

This privacy statement can be adjusted or supplemented at any time by MF Vacuum. In this way, new legislation on the subject of personal data protection can easily be implemented. In this way we can also keep our privacy statement in line with our business operations.

Identification

MF Vacuum can ask you for further identification if you have questions about your personal data. MF Vacuum can therefore ask you to send a copy of your identity paper(s). The copy will be properly destroyed after the Question has been processed.

Terms

We strive to answer your questions and / or requests within one month. If the answer lasts longer than a month, for example due to the complexity of the request, you will receive a message from MF Vacuum.

Questions & Supervision

If you have questions about the personal data processed by us, you can contact: MF Vacuum

E-mail: contact@mf-vacuum.com

You are also free to submit a complaint to the supervisor of the personal data authority. For more information, see <https://www.autoriteitpersoonsgegevens.nl>