

Privacy declaration – Heart Matters Coaching

This privacy declaration applies to the processing of personal data and has been drawn up in accordance with the Europese Algemene Verordening Gegevensbescherming (AVG).

The user of this privacy declaration, who is also the controller within the meaning of the AVG, is Mary Fennema, established in Oegstgeest, registered with the Dutch Chamber of Commerce (Kamer van Koophandel) under number 08153988.

Personal data

♣ Purpose of processing

I only use your personal data to get in touch with you (contact details), to communicate with you and in the context of the services to be agreed with you. I do not use your data for other purposes. If no service agreement is concluded, the data will be deleted 6 months after receipt.

♣ Process personal data

If a service agreement is concluded, I will have more personal data than just contact details. I only use this personal data in the context of the service agreed with you and only collect the data that I deem necessary or useful in that context. The data will not be shared with third parties without your permission.

♣ Security

I have done everything I can to ensure that your data is safe with me. When processing personal data, I can use one or more processors, such as an internet provider. To guarantee your privacy and ensure technical security, I only conclude processing agreements that have been concluded in accordance with the requirements set out in the AVG with the guarantee that your data will not be processed outside the EU. As a controller, I remain responsible.

Personal data that are recorded in physical form are kept in a properly lockable space, so that third parties do not have access to them.

I will not share your data with other parties without your permission, unless there is an administrative or legal obligation to do so, or a court order.

Retention periods

I do not store your personal data longer than necessary for the purpose of the processing. I am of course bound by legal and tax obligations. For example, the Tax and Customs Administration requires me to keep your invoice details for 7 years.

Personal data collected in the context of the service agreed with you, including contact details, will not be kept for longer than 2 years after the end of the agreement and then deleted or destroyed.

Data subject rights

I respect your privacy rights and will help you to exercise the rights granted to you in the AVG. Examples of this are the right to inspect, correct and delete your personal data. If you want to make use of your rights, you can contact me about this.