

Ciska Property Services, located at Valtherweg 36-154 7875 TB EXLOO, is responsible for the processing of personal data as shown in this privacy statement.

Contact details:

<http://ciskapropertyservices.com>

Valtherweg 36-154 7875 TB EXLOO

+31 6 46645847

Personal data that we process

Ciska Property Services processes your personal data because you use our services and/or because you provide it to us yourself. Below you will find an overview of the personal data we process:

- First and last name
- E-mail address
- Other personal data that you actively provide, for example by creating a profile on this website, in correspondence and by telephone

Special and/or sensitive personal data that we process

Our website and/or service does not intend to collect data about website visitors under the age of 16. Unless they have parental or guardian consent. However, we cannot check whether a visitor is older than 16. We therefore advise parents to be involved in the online activities of their children, in order to prevent data about children from being collected without parental consent. If you are convinced that we have collected personal information about a minor without this permission, please contact us at info@ciskapropertyservices.com and we will delete this information.

For what purpose and on what basis do we process personal data

Ciska Property Services processes your personal data for the following purposes:

- To be able to call or e-mail you if this is necessary to carry out our services
- To inform you about changes to our services and products

Automated decision making

Ciska Property Services takes #responsibility decisions based on automated processing on matters that can have (significant) consequences for people. These are decisions taken by computer programs or systems, without involving a person (for example, an employee of Ciska Property Services). Ciska Property Services uses the following computer programs or systems: #use_explanation

How long we keep personal data

Ciska Property Services does not store your personal data longer than is strictly necessary to achieve the purposes for which your data is collected. We use the following retention periods for the following (categories) of personal data: 3 months after termination of the service and services, the personal data will be deleted.

Sharing personal data with third parties

Ciska Property Services only provides to third parties and only if this is necessary for the execution of our agreement with you or to comply with a legal obligation.

Cookies, or similar techniques, that we use

Ciska Property Services does not use cookies or similar techniques.

View, modify or delete data

You have the right to view, correct or delete your personal data. In addition, you have the right to withdraw your consent to the data processing or to object to the processing of your personal data by Ciska Property Services and you have the right to data portability. This means that you can submit a request to us to send the personal data we hold about you in a computer file to you or another organization mentioned by you. You can send a request for access, correction, deletion, data transfer of your personal data or request for withdrawal of your consent or objection to the processing of your personal data to info@ciskapropertyservices.com. To ensure that the request for inspection has been made by you, we ask you to enclose a copy of your proof of identity with the request. Make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and citizen service number (BSN) black in this copy. This is to protect your privacy. We will respond to your request as quickly as possible, but within four weeks. Ciska Property Services would also like to point out that you have

the option of submitting a complaint to the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following link:
<https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

How we secure personal data

Ciska Property Services takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized changes. If you have the impression that your data is not properly secured or there are indications of abuse, please contact our customer service or via info@ciskapropertyservices.com