

# Privacy statement Solid Dielectric Solutions

## Introduction:

This statement applies to all services provided by Solid Dielectric Solutions.

Solid Dielectric Solutions, with its registered office in the Netherlands, 2311 SG Leiden, Herensteeg 17, is responsible for the processing of personal data as mentioned in this privacy statement.

## Personal data we process

Solid Dielectric Solutions processes your personal data because you use our services and/or because you have provided it to us. Data which Solid Dielectric Solutions may need from you or is necessary with regard to the objectives as listed below and that Solid Dielectric Solutions in any case and at least processes include:

- Initials and surname
- Gender
- Company name
- Address details (consisting of street name, house number and ZIP code)
- Telephone number (mobile or fixed line)
- E-mail address

## Why we need data

As soon as you have entered into an agreement with Solid Dielectric Solutions, we want to be of service to you in the best possible way. We will therefore use your data for the following objectives:

- To call or e-mail you if the performance of our services requires it.
- To inform you about changes in our services.
- In order to deliver services to you.
- If we are legally obliged thereto, like data we need for our tax declaration.

We can solely use your data for any other objective than originally intended, if both objectives are closely related.

## Which rules apply to the processing of personal data?

In the processing of personal data, Solid Dielectric Solutions is bound by applicable laws and legislation and keeps up to date with relevant developments. In this meaning Solid Dielectric Solutions retains the right to change the privacy statement in order to link the text to the latest state of affairs, as mentioned at the end of the privacy statement.

## How long do we save data?

Solid Dielectric Solutions will save your data no longer than strictly necessary and in order to put into practice the objectives for which your data was collected.

## Sharing with others/provision of data to third parties

Solid Dielectric Solutions does not sell your data to third parties and only provides it when absolutely necessary to perform our agreement with you or if it complies with a legal obligation. We enter into agreements with processing agents to ensure a similar level of security and confidentiality of your data.

**View, change or delete data**

Naturally, you always have the possibility to view, correct or delete all personal data known to us. Hereto you can send a specified request to [peter.morshuis@dielectrics.nl](mailto:peter.morshuis@dielectrics.nl).

**Security**

Solid Dielectric Solutions places great store to the security and protection of your personal data. Solid Dielectric Solutions has installed fitting technical and organisational measures to secure your personal data and protect it against loss, change, abuse or any (other) form of wrongful processing. Each person, who has access to personal data at Solid Dielectric Solutions and/or processes it, is obliged to non-disclosure of this data, in as far as applicable laws and legislation do not stipulate differently. In case Solid Dielectric Solutions uses third parties, Solid Dielectric Solutions will set up agreements in relation to the necessary security measures within the scope of the protection of personal data. If the impression exists that your personal data is insufficiently protected or indications of abuse are present, please contact us.

**Your rights with regard to privacy**

When you request a viewing, correction, placement or deletion of your personal data, Solid Dielectric Solutions will inform you within five days. You can submit this request through an e-mail to [peter.morshuis@dielectrics.nl](mailto:peter.morshuis@dielectrics.nl).

**Questions**

For questions or remarks about the processing of your personal data and this Privacy Statement, you can contact us through an e-mail to [peter.morshuis@dielectrics.nl](mailto:peter.morshuis@dielectrics.nl).

**This privacy statement was drawn up on September 24, 2018.**