

# Privacy Policy PaperFoam bv

Last updated: March 20<sup>th</sup> 2018.

We are aware that you have confidence in us. We therefore see it as our responsibility to protect your privacy. On this page we will let you know what information we collect when you use our website, why we collect this data and how we improve your user experience. This way you understand exactly how we work.

This privacy policy applies to the services of PaperFoam bv. You should be aware that PaperFoam bv is not responsible for the privacy policy of other sites and sources (like analytical search engines). By using this website you agree to the collection and use of information in accordance with this policy.

PaperFoam bv respects the privacy of all users of its site and ensures that the personal information you provide is treated confidentially.

## *Personal data processed*

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When you sign up for one of our services, we ask you to provide personal information. You can provide this information to PaperFoam bv yourself, when filling in the contact form on the website of PaperFoam bv. This information is used to provide the service asked for. The data is stored on PaperFoam's own secured servers or that of a contracted third party. We will not combine this data with other personal information we have.

PaperFoam bv can process the following personal data:

- First and last name
- Company name
- Address data
- Your phone-number
- Your e-mail address
- Your information request / order

## *Why does Paperfoam need personal data?*

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PaperFoam bv processes your personal data to be able to contact you by telephone or e-mail. In addition, PaperFoam bv may use your personal data in the context of performing an agreement concluded with you.

## *Communications*

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When you send e-mail or other messages to PaperFoam bv, it is possible that these messages will be saved. These messages will be saved on PaperFoam's own secure servers or those of a third party contracted by us. We could ask you to fill in additional detailed information, in order to be of service as efficient as possible and handle your requests. The type of information and data depends on the project at hand.

## *Sharing information with others*

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PaperFoam bv will only provide your personal data to third parties if this is necessary for the execution of an agreement with you, or to comply with a legal obligation. In some cases, the information can be shared internally. PaperFoam's employees are obliged to respect the confidentiality of your data.

## *Analysis of data*

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PaperFoam bv analyzes the use of her website with third-party software, for this Google Analytics is used. (The privacy policy of Google Analytics can be found here: [https://www.google.com/intl/en/policies/privacy/google\\_privacy\\_policy\\_en.pdf](https://www.google.com/intl/en/policies/privacy/google_privacy_policy_en.pdf)).

This in order to optimize the user experience of our customers by distinguishing relevant and less relevant content from each other. Shielding personal data happens, by anonymizing IP addresses to take

extra care of the privacy of our customers and visitors. The website of PaperFoam bv does not use cookies to track or store your personal data.

### *Newsletter*

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PaperFoam bv regularly publishes a digital newsletter. At the bottom of every mailing you will find the possibility to change your details or to unsubscribe. In the unlikely event that you receive an e-mail from us that you did not request, please contact PaperFoam bv.

### *View, modify of delete data*

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You have the right to view, correct of delete your personal data. You can send a request for access, correction or deletion to [info@paperfoam.com](mailto:info@paperfoam.com). PaperFoam bv will react as soon as possible.

### *Security*

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PaperFoam bv takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. The PaperFoam bv website uses a SSL certificate to ensure that your personal details do not fall into wrong hands. In addition, we are ISO 27001; 2013 certified. But remember that no method of transmission over the Internet, or method of electronic storage, is 100% secure. While we strive to use commercially acceptable means to protect your personal information, we cannot guarantee its absolute security.

If you have the impression that your data is not secure or that there are indications of misuse, or if you would like more information about the security of personal data collected by PaperFoam bv, contact us.

[www.paperfoam.com](http://www.paperfoam.com) is a website of PaperFoam bv.

Address: Hermesweg 22, 3771 ND Barneveld, The Netherlands

Telephone: + 31 342-401 667

E-mail: [info@paperfoam.com](mailto:info@paperfoam.com)