

## Privacy Statement

**Eltacon Engineering BV**  
**Coenecoop 57**  
**2741 PH Waddinxveen**  
**+31 (0)182-634100**

### Collection and use of personal data of customers, suppliers and other contractors

We would like to draw your attention to the fact that we will collect and use the personal data that you provide to us as this is necessary to conclude and execute any agreements with you. This applies both to our (potential) customers and to parties with whom we purchase goods and / or services.

If you are a (potential) customer, we use your data to send you a quotation, to be able to determine to which specifications or wishes a specific item or service has to comply, to be able to deliver goods or to be able to carry out the project, provide invoices and communicate correct and efficiently about the implementation aspects of the agreement.

If you are a (potential) supplier or other contractor, your personal details are also necessary for the conclusion and execution of the agreement. For procurement it is necessary to let you know to which specifications or wishes a particular item or service in our opinion must comply, to send a request for a quotation or to place an order with you, to pay your invoices and communicate with you about other aspects of the agreement correctly and efficiently.

You are not obliged to provide us with your personal data. If you provide us with none or insufficient personal data, then it is possible that we cannot perform the aforementioned activities.

### Transfer to third parties

In connection with the execution of a possible agreement with you, it is possible that we must provide your personal data to parties who supply parts, materials and products to us or carry out work according our instructions.

### Retention period personal data

If you have requested a quote from us but an actual contract has not been signed, we will delete your personal data no later than one year after our last contact. In case we have received a quotation from you, but we have never signed a contract, your personal data will be deleted at the latest one year after our last contact. In case a contract has been signed, we will retain your personal data for a period of seven years after the financial year in which the agreement with you has been fully executed. The seven-year period corresponds to the period in which we are obliged to keep our administration for the Tax Authorities. After this period we will delete your personal data if no other agreements have been started.

### Your rights

You have the right to review your own personal data. If there is reason to do so, you can also request us to supplement your personal data or change inaccuracies. You also have the right to request that we delete your personal data or limit the use of your personal data. You can also object to the collection and use of your data or file a complaint with the Dutch Data Protection Authority. Finally, you can request us to retrieve your personal data or transfer that data to another person. In order to exercise your rights, you can contact: Eltacon Engineering BV, Coenecoop 57, 2741 PH Waddinxveen, +31(0)182-634100, info@eltacon.com. You can also contact us for questions or more information about the collection and use of your personal data.