



## **Biotechservice client and supplier privacy statement**

### **Privacy statement**

*We would like to bring attention to the fact that we will collect the personal data that you provide to us. This personal data collection is necessary for us to reach the acceptable business agreements and for the correct fulfilment of these agreements. This data collection applies to both (potential) clients and other parties where we do business and/or purchase services (i.e., suppliers).*

*Data from (potential) clients will be used to send offers and ensure that all the requirements are met (i.e., the right specifications are used and all wishes are fulfilled). Furthermore, personal data will be used to deliver and uphold our services and activities. Finally, it will be used for smooth and effective communication about the different aspects of our business agreement and for invoices.*

*Data from (potential) suppliers or other contractors will be necessary for the fulfilment and conclusion of the agreement. When purchasing goods, this data will be used to give the supplier or contractor information about the specifications and/or wishes so that the service will meet our requirements. Furthermore, it will be used for sending offers to the supplier or contractor and for placing orders, paying invoices and efficient communication about aspects of the agreement with the supplier or contractor.*

*You are not required to provide us with personal data. However, if you do not provide sufficient personal data, then there is a possibility that we will be unable to perform certain tasks aforementioned above.*

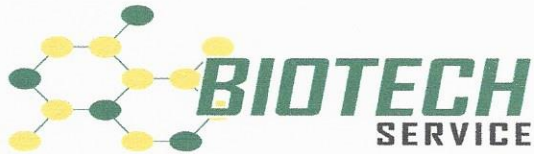
### **Transfer to third parties**

*Personal data of any kind will not be given to third parties without full consent of the client, supplier or contractor.*

### **Personal data storage period**

*If you have asked us for an offer but have not become our client, then all personal data will be deleted one year after last contact. Comparably, if we receive offers from other parties where we have not become a client, all personal data will be removed one year after last contact.*

*When other parties do become clients or when we become clients to other parties, then all personal data will be stored until seven years after the year when our agreement was completed. This seven-year period corresponds to the period where we are required to store accounting records for the tax authorities. After this seven year, all personal data will be deleted.*



**Your rights**

*Other parties have the right to request to see their personal data. If there is reason for this request, other parties can also request an addition or alteration to their personal data. Furthermore, other parties have the right to request the deletion of their personal data or the right to request the limited usage of their data. Other parties also have the right to object against the collection and use of their personal data. Alternatively, other parties can file a complaint to the “autoriteit persoonsgegevens”.*

*Finally, other parties can request for the acquisition of their personal data or for the transfer of this data to a third party. To perform these rights or to acquire more information about our personal data policies, other parties can get in touch with the following information: [www.Biotechservice.nl](http://www.Biotechservice.nl), Jan van Diermen: 0616810515, Wout Koelewijn: 0622491949.*

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Bunschoten 02-March-2019

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right. Below the signature is a horizontal dotted line.

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Jan van Diermen

Bunschoten 02-March-2019

A handwritten signature in blue ink, featuring a large, sweeping initial 'W' followed by several loops and a long horizontal stroke extending to the right. Below the signature is a horizontal dotted line.

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Wout Koelewijn