

Privacy Statement

Van der Loeff Family Law Advocates (hereinafter: 'Van der Loeff')

Preamble

- Van der Loeff uses personal data to enable performance of its services in the areas of family law and inheritance law.
- Van der Loeff is careful to protect the privacy of its clients and its website visitors, and has laid down this care in its Privacy Statement. This Privacy Statement can be found on the firm's website. Furthermore, the policy is referred to in the General Terms and Conditions of Van der Loeff, and Van der Loeff will notify all clients of this policy when confirming an order.
- With the Privacy Statement it has drawn up, Van der Loeff complies with the General Data Protection Regulation (hereinafter referred to as GDPR).

Article 1 General

Van der Loeff respects your personal data and ensures that the personal information provided to them or otherwise obtained is treated with the utmost confidentiality. 'Personal data' is taken to mean all information about a person, both direct and indirect.

In the following Articles the obligation to disclose information to the parties whose personal data is processed by Van der Loeff as required by the GDPR is implemented.

Article 2 Processing Details

Van der Loeff is controller within the meaning of the GDPR in order to be able to offer services, to improve the provision of services and to communicate in a personal and / or corporate sphere in the areas of family law and inheritance law.

The Van der Loeff partnership is registered with the Amsterdam Chamber of Commerce under number 61944262, and has its office at 595-E Arent Janszoon Ernst Street (LD 1082) in Amsterdam.

Article 3 Purpose

Van der Loeff exclusively processes the personal data listed in Article 4 below for the following purposes:

- commissioned legal services in the areas of family law and inheritance law;
- bringing (legal) procedures;
- collecting financial declarations;
- to advise, mediate and refer to third parties;
- compliance with legal and regulatory requirements;
- marketing and communication activities;
- recruiting and selecting employees, including job applications;
- maintaining contacts.

Article 4 Personal Data

Van der Loeff processes the following personal data on behalf of its services or data provided to Van der Loeff by the party concerned:

- Name

- Address
- Place of residence
- Title
- Date of birth
- Place of birth
- Nationality
- Email address
- Telephone number
- Bank account number
- Social Security number
- Marital Status
- Third Party details
- IP address
- Financial information

Van der Loeff processes the above data as this information has been provided by the client, obtained in the course of the provision of services, has been submitted by third parties or has become known through a public source.

Article 5 Personal Data Processing

Van der Loeff processes the personal data mentioned in Article 4 based solely on the basis of the grounds prescribed in Article 6 of the GDPR:

- For the execution of the contract for services;
- Pertinent to the legal obligation of which Van der Loeff, as a result of regulation / law, etc. that are applicable to Van der Loeff, must meet for both the performance
- of a contract for services;
- The permission that Van der Loeff has obtained from a party within the meaning of the GDPR as a client, candidate etc.;
- A legitimate interest of which Van der Loeff is aware that its lawyers have a duty of confidentiality.

Article 6 Third Parties

Van der Loeff will only share your personal data with third parties if necessary for the service and taking account of the objectives mentioned in Article 3.

Third parties may include:

1. A lawyer hired but not employed by Van der Loeff;
2. A party who on behalf of and commissioned by Van der Loeff and / or its clients executes a qualification check, or has been hired by Van der Loeff on behalf of and commissioned by Van der Loeff for some other reason;
3. (Legal) Authorities and / or the (lawyer of the) counterparty
4. A supervisory authority or other institutions that exercise public authority, to the extent there is a legal obligation to do so.

Insofar as the third party, and in particular the third parties stated above in point 2, process personal data for Van der Loeff on behalf of and commissioned by Van der Loeff, Van der Loeff will sign a processing agreement with this third party, whereby the third party is also obliged to comply with the GDPR. Any third party engaged by Van der Loeff to offer services

in the processing of personal data is responsible itself for compliance with the GDPR for any (further) processing of personal data.

Article 7 Personal Data Security

Van der Loeff attaches great importance to the security and protection of personal data and will ensure appropriate technical and organisational measures in order to guarantee a level of security appropriate to the potential risk, whilst taking into account the state of the art. In the case that Van der Loeff uses third party services, such as for instance an IT company's, Van der Loeff will lay down agreements concerning the appropriate security measures in a processing agreement with regard to data protection.

Article 8 Personal Data Retention

Van der Loeff stores personal data that is to be processed for no longer than is necessary for the purposes for data processing mentioned above, or as is required by law.

Article 9 of the Privacy rights of the data subject

A request for access, correction, limitation, opposition, as well as transferability of the data, the deletion of your personal data or to revoke consent previously given, please use the contact information listed below. You will receive notification of the receipt of your request within four weeks. There may be circumstances in which Van der Loeff is not (fully) able to comply with a request from a data subject. An example of this could be the obligation of lawyer - client confidentiality or a retention period set by law.

Requests as mentioned above should be sent to:

Van der Loeff, Family Law Attorneys

Arent Janszoon Ernststraat 595-E

NL-1082 LD Amsterdam

The Netherlands

Email: info@vanderloeff.nl

In you send a request by email, please include in the cc the email address of the lawyer who has been (mainly) in charge of the case.

To ensure that the personal information provided on the basis of a request are provided to the right person, Van der Loeff will request a copy of a valid passport, driver's license or identification on which the passport photograph and the social security number are shielded for validation purposes.

Van der Loeff will only accept requests that are related to a person's own personal data.

To clarify, the rights of the person concerned are understood to include the following:

- a. The right to information (receipt of the Privacy Statement).
- b. The right of access (except for the personal notes of the party responsible for the processing)
- c. The right of correction, addition, deletion or blocking (only in the case of factual data)
- d. The right to object
- e. The right to data portability
- f. The right to forget
- g. The right to limit the processing of personal data
- h. The right to withdraw previously given consent.

Article 10 Use of Social Media

The website of Van der Loeff, www.vanderloeff.nl contains and / or links to promote or share web pages on social (media) networks or other websites of third parties, such as Twitter, LinkedIn and / or Facebook. Van der Loeff does supervise and is not responsible for the processing of personal data by and through such third parties. Therefore, the use of such media is at the own risk of the parties concerned. Van der Loeff advises users to read the Privacy Statement of third parties before making use of any of those services.

Article 11 Statistics and Cookies

Van der Loeff keeps track of user data on its website(s) for statistical purposes. The personal data collected in this way is essentially anonymous and is not sold off to third parties by Van der Loeff.

In order for the website(s) to be as user-friendly as possible, Van der Loeff makes use of so-called 'cookies'. A cookie is a small text file that is placed on the computer, tablet, or smart phone of the user during the visit to the website(s) of Van der Loeff.

The user can refuse the installation of cookies at any time, although this can limit the functionality and usability of the website(s).

The website of Van der Loeff uses cookies from Google Analytics in order to, in short, monitor user behaviour and general trends, and to obtain reports. This helps to improve the functioning of the website(s). Google can provide this information to third parties if Google is legally obliged to do so, or if third parties process information on behalf of Google. By using the website(s) of Van der Loeff, the user gives consent to the processing of data by Google in the manner and for the purposes set out above. Additionally, cookies are placed through the use of buttons and / or links, such as defined above in Article 10, 'Use of Social Media'.

Van der Loeff does not have any control over the installation and use of cookies by third parties.

For more information on this subject, Van der Loeff refers you to the website of the Netherlands Authority for Consumers & Markets (*Autoriteit Consument en Markt*) (<https://www.consuwijzer.nl/telecompost/internet/privacy/uitleg-cookies>).

Article 12 Amendment of Privacy Statement

Van der Loeff has the right to amend the contents of this Privacy Statement at any time and without prior notice. Any adjustment of the Privacy Statement shall be published on the firm's website, www.vanderloeff.nl. It is, therefore, advisable to check the website on a regular basis.

Article 13 Questions & Contact

For any questions or comments concerning the processing of personal data and the above privacy statement, please contact Van der Loeff.

This Privacy Statement was compiled on 15 March 2019.