

# Privacy statement

Printforce Nederland BV and CB Printforce UK LTD (hereinafter Printforce) respect your privacy and take care that the personal information you provide to Printforce is treated confidentially. The processing of personal data takes place in a manner that is in accordance with the requirements set by the General Data Protection Regulation (GDPR).

## 1 Contact information Printforce

Printforce Nederland B.V.  
Textielweg 12  
4104 AM Culemborg  
Email address: [info@printforce.nl](mailto:info@printforce.nl)  
Telephone: 0345 200 300

CB Printforce UK LTD  
London Road, Pegasus Drive,  
Stratton Business Park  
Biggleswade SG18 8TQ

## 2 Purposes of processing

This privacy statement applies to the personal data collected by Printforce about you. Printforce uses your data for the following purposes:

- Producing the products you have ordered;
- Sending products;
- Handling the information you have requested;
- Compiling user statistics;
- Providing further information.

## 3 Personal data being processed

Printforce processes your personal data when you use our services and/or when you provide these to Printforce yourself. Below is an overview of the personal data that Printforce processes:

- Name and address details;
- Other (contact) information (phone number, email address, and similar information required for communication) provided by the customer;
- Personal data provided by the customer in correspondence and/or during telephone contact;
- Information for the calculation and registration of fees and expenses, making payments and collecting claims, including bank account numbers provided by the customer;
- Other personal data that you actively provide.

## 4 Special and/or sensitive personal data

Printforce has no intention of collecting data from individuals under the age of 16 without parental or guardian consent. If Printforce has collected personal information from a minor without parental consent, please contact us at [info@printforce.nl](mailto:info@printforce.nl), and Printforce will take steps to promptly remove such information.

## 5 Automated decision-making

Printforce does not make decisions based on automated processing about matters that can have (significant) consequences for individuals.

## 6 Retention period

Your personal data will not be stored for longer than is strictly necessary to achieve the purpose for which your data is collected. Specifically, we apply the following retention periods:

- Personal data that must be administered based on Article 52 of the General Act on State Taxes (AWR) are stored for seven years (starting from the end of the year in which the relevant data have lost their current importance for the (fiscal) business operations) in connection with the fiscal retention obligation that rests on Printforce under Article 52 (4) AWR;
- The personal data you provide to us for your job application will be kept for up to four weeks after the end of the application process. If you give us consent, we will keep your personal data for up to a year after the last correspondence with you about your application has taken place.
- All personal data that Printforce needs to perform its primary business activities are stored for up to 14 months.

## 7 Sharing personal data with third parties

Printforce does not share personal data with third parties without your consent, except in the following limited situations:

- Specific service: Printforce shares information with trusted companies that provide specific services for the processing of both orders and product source files, so that Printforce can fulfill your requests. These companies use this information for no other purposes than the specific service.
- Legal requirements and investigations: Printforce will disclose your personal data to a third party if it is legally required or if Printforce in good faith believes that such action is necessary to:
  - comply with legal obligations;
  - protect the rights of Printforce and/or prevent fraud;
  - protect Printforce against misuse, improper use or unauthorized use of its products or services;
  - protect the personal safety or property of employees, users or the public. This means that if you provide false or misleading registration information or if you try to impersonate someone else, this information may be disclosed to a third party.

## 8 View, modify or delete data

You have the right to access, correct, or delete your personal data. You can do this by contacting us at [info@printforce.nl](mailto:info@printforce.nl).

In addition, you have the right to withdraw your consent for data processing or to object to the processing of your personal data by our company. If you wish to exercise your right to object and/or right to data portability or if you have any other questions/comments about data processing, please send a detailed request to [info@printforce.nl](mailto:info@printforce.nl). Printforce will respond to your request as soon as possible, but no later than within four weeks.

Printforce also wants to remind you that you have the option to file a complaint with the national supervisory authority, the Autoriteit Persoonsgegevens. This can be done via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>.

## 9 Security of personal data

Printforce takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure, and unauthorized modification. If you have the impression that your data is not properly secured or if there are indications of misuse, please contact Printforce at [info@printforce.nl](mailto:info@printforce.nl).

This privacy statement was last updated on March 1, 2023.