



Privacy Statement

Making Memories event planning, located at Han Hoekstrahof 105, in Hoorn, The Netherlands is responsible for the processing of personal data as reflected in this privacy statement.

Contact details:

- <https://www.makingmemories.nu>
- Han Hoekstrahof 105
- 1628 WT Hoorn
- +31615313102

Personal data that we process

Making Memories event planning processes your personal data because you use our services and/or because you provide these data to us yourself. Below is an overview of the personal data we process:

- First and last name
- Gender
- Date of birth
- Address details
- Phone number
- E-mail address
- Other personal data that you actively provide e.g. in correspondence and by telephone
- Dietary preferences
- Guest lists
- Bank account numbers

Special and/or sensitive personal data we process

Our website and/or service does not intend to collect data on website visitors who are under 16 years of age. Unless they have permission from parents or guardian. However, we cannot verify whether a visitor is older than 16. Therefore, we encourage parents to be involved in their children's online activities in order to avoid collecting information about children without parental consent. If you believe that we have collected personal information about a minor without such consent, please contact us at info@makingememories.nu and we will delete this information.



For what purpose and on what basis we process personal data

Making Memories event planning processes your personal data for the following purposes:

- Processing your payment
- To be able to call or e-mail you if this is necessary to be able to carry out our services
- To deliver your services in good order
- To deliver goods and services to you
- Making Memories event planning also processes personal data if we are legally obliged to do so, such as data we need for our tax return.

How long we keep personal data

Making Memories event planning stores your personal data no longer than is strictly necessary to fulfill the purposes for which your data is collected.

Sharing personal data with third parties

Making Memories event planning does not sell your details to third parties and will only provide them if this is necessary for the performance of our agreement with you or to comply with a legal obligation. With companies that process your data on our behalf, we conclude a processor agreement to ensure the same level of security and confidentiality of your data. Making Memories event planning remains responsible for this processing.

View, correct or delete data

You have the right to view, correct or delete your personal data. In addition, you have the right to withdraw your possible consent for data processing or object to the processing of your personal data by Making Memories event planning and you have the right to data portability. This means that you can submit a request to us to send the personal data we have on you in a computer file to you or another organization named by you. You can send a request to inspect, correct, delete, transfer your personal data or request the revocation of your permission or objection to the processing of your personal data to info@makingmemories.nu. To make sure that the request for inspection is made by you, we ask you to send a copy of your ID with the request. In this copy, black out your passport photo, MRZ (machine readable zone, the strip of numbers at the bottom of the passport), passport number and Citizen Service Number (BSN). This is to protect your privacy. We will respond to your request as soon as possible, but within four weeks. Making Memories event planning would also like to point out that you have the possibility to file a complaint with the national regulator, the Authority for Personal Data. You can do this via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

How we secure personal data

Making Memories event planning takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. If you feel that your data is not properly secured or there are indications of misuse, please contact us at info@makingmemories.nu.