

## PRIVACY STATEMENT

- (1) Quist Geuze Meijeren B.V. (“Q.G.M”) only requests personal data for the purposes of or as part of the following tasks and/or activities (each individually and together hereinafter referred to as the “Activities”) to be performed by Q.G.M:
  - the preparation of (legal) documents, including but not limited to deeds and agreements;
  - rendering advice, conducting due diligence or rendering other services;
  - complying with statutory tasks and obligations;
  - for marketing purposes, business development or in connection with application procedures at Q.G.M; and
  - for (other) purposes for which the respective person has explicitly provided its consent.
- (2) Data will not be used for other activities without the consent of the respective person.
- (3) Q.G.M must comply with statutory rules when preparing notarial deeds containing personal data, which e.g. means that:
  - the civil law notary is obliged to include certain (personal) data in the notarial deed. Data are therefore processed on a legal basis. The civil law notary is furthermore obliged to keep the executed notarial deed with (personal) data in perpetuity;
  - as from the moment the notarial deed is executed, it becomes an official evidentiary document. If amendments to this deed are needed, the civil law notary must prepare a new notarial deed in which these amendments are included. This also is the case when, at a later stage, (personal) data appear to be not correct;
  - the civil law notary is obliged to verify certain (personal) data in the Municipal Database (*Basisregistratie Personen*), the trade register of the Chamber of Commerce (*handelsregister van de Kamer van Koophandel*) or the Land Registry (*Kadaster*);
  - the civil law notary is obliged to verify the identity of involved persons by way of requesting a valid identification document. The civil law notary may copy an identification document, including all data on such document. The civil law notary verifies the genuineness of Dutch identification documents via the Verification Information System (*Verificatie Informatie Systeem*) of the Stichting BKR; and
  - personal data are covered by the obligation of the professional secrecy of the civil law notary. Unauthorized parties do not have access to the data.
- (4) In addition to the above, personal data are generally processed by Q.G.M in connection with providing requested legal, financial and/or administrative services and are therefore connected to the assignment provided by or on behalf of a respective person (or by or on behalf of the counterparty of such a respective person). Furthermore, Q.G.M may use the data to send invitations for events to be hosted by Q.G.M, to provide information regarding legal current affairs but also to, for example, send invoices.
- (5) Q.G.M can process personal data which were not provided by the respective person but which are available via, for example, one of the following sources:
  - public registers (for example the trade register of the Chamber of Commerce (*handelsregister van de Kamer van Koophandel*), the Land Registry (*Kadaster*)) and other sources (for example the Municipal Database (*Basisregistratie Personen*), the Verification Information System (*Verificatie Informatie Systeem*));
  - a lawyer, tax advisor, financial advisor or other advisor which is (indirectly) involved in the Activities; or
  - public sources (for example social media platforms, corporate websites).

- (6) Q.G.M only provides your personal data to third parties if such is statutory required, needed to perform the Activities or at the request of the respective person. Q.G.M provides personal data to for example the following recipients:
- public registers, if the law prescribes that these data should be registered in these registers;
  - third parties or interested parties to a notarial deed and/or for example an agreement in which the respective person also is involved, as well as to advisors of such other third party or interested party;
  - banks, insofar Q.G.M is involved in the payment traffic connected to the Activities;
  - processors of personal data with whom a process agreement is entered into.
- (7) Your personal data will no longer be kept than needed by Q.G.M for the purposes for which these were gathered, for exercising statutory tasks or for complying with statutory obligations or exercising agreements. Deposition periods from statutory provisions are applicable. Notarial deeds are kept in perpetuity.
- (8) When your personal data are processed by Q.G.M, you have the right to make use of your rights mentioned in article 9, on the basis of the general data protection regulation (*Algemene Verordening Gegevensbescherming*). This can be done (preferably in writing) via the contact details in this privacy statement. Before Q.G.M can handle your request, your identity should be verified on the basis of a valid identification document.
- (9) You can always request which of your personal data are processed by Q.G.M, for which purposes this is done and how long Q.G.M keeps this data. If you are of the opinion that certain data are not processed in a correct manner, you have the right to request for a rectification. Should you wish that your personal data are deleted or the use thereof is limited, you can submit a request to that extent. When you wish to transfer your personal data to another service provider, you can also submit a request.
- (10) Q.G.M does its utmost to comply with your rights on the basis of the general data protection regulation (*Algemene Verordening Gegevensbescherming*). It is however possible that these rights conflict with other statutory regulation such as the Civil Law Notaries Act (*Wet op het Notarisambt*). If for this reason Q.G.M will not be able to satisfy your request, you will be informed in writing.
- (11) Should you have any complaints about the use of your personal data by Q.G.M, you can contact D.J.S. Meijeren, via email ([david.meijeren@qgmlaw.com](mailto:david.meijeren@qgmlaw.com)) or in writing (Quist Geuze Meijeren, Attn. D.J.S. Meijeren, Concertgebouwplein 29, 1091 LM Amsterdam, the Netherlands).
- (12) You also have the right to lodge a complaint with the supervisory authority (*Autoriteit Persoonsgegevens*). For further information, reference is made to [www.autoriteitpersoonsgegevens.nl](http://www.autoriteitpersoonsgegevens.nl).