



# PRIVACY POLICY

Kris Demuelenaere respects the privacy of all visitors to its website 'krisdemuelenaere.be'.

We ensure that all the personal information you provide us remains confidential.

Our address is Rozendal 12, 8000 Brugge, Belgium

Our enterprise number/VAT number is BE 0519 831 017

## YOUR PERSONAL DATA, OUR RESPONSIBILITY

We collect and record various types of personal information when you visit our website. This information includes:

- name, address, e-mail address and other information you provide when you fill in a form on our website
- all information pertaining to the pages you view on our website
- your domain name (IP address), when you visit our web pages
- all the information that we need to provide our services adequately and to keep you informed of the status of our services

We use this information for purposes including:

- improving our website content and our services
- contacting you later to keep you informed of trends and special offers in our sector
- contacting you about our new and ongoing projects and services
- managing customer service and orders

## COOKIES ON OUR SITE

Our site uses functional cookies. Their job is to ensure that your computer remembers your specific preferences and to load this information again the next time you visit our site. For example, this includes your choice of language and the site pages you have already visited. We use this information to improve the quality of our website and our services.

You have the option of disabling these cookies, which you can do by adjusting your browser settings. For more information, please refer to your browser's 'help' function.

### Third-party cookies

Our site may contain links to external websites which may use their own cookies. We advise you to always carefully check the privacy policies of each of external websites.

## SECURITY

We store all the information we collect in a secure environment. We do our utmost to adhere to the most commonly used standards in the IT sector to ensure that this information is securely stored and transferred.

When we collect information for the purposes of customer account management, we keep it only as long as necessary to adhere to legal guidelines (for example for accounting and tax purposes).

## Sharing information

We do not share your information with third parties. We share your address details only with partners who use them to provide our services. All our employees and the partners we contract are required to respect the privacy of your information.

## Data leaks

We do our best to protect your information. In the unlikely event that your details are affected by a data leak, we will inform you immediately. We will then take measures to prevent subsequent leaks.

## HOW TO CONTACT US ABOUT OUR PRIVACY POLICY

At any time, you may request a copy of the personal information which we have about you in our systems. To do so, or to communicate with us about our privacy policies, please contact us.

- E-mail: [art@krisdemuelenaere.be](mailto:art@krisdemuelenaere.be)
- Telephone: +32 473 91 96 38
- Post: Rozendal 12, 8000 Brugge, Belgium

You have the right to be 'forgotten'. Please contact us if you would like to assert this right.

## FEEDBACK?

If you feel that the information we have about you is incorrect and would like us to amend it, please contact us.

If you feel that our site contravenes our privacy policies, please contact us.

Every time we change our privacy policy, we will also change the date shown in the footer with the mention 'updated on'. If we make any major changes to our policies, we will notify you separately, for example by e-mail.