

# Privacy Statement of NOX Software

1 January 2024

During the processing of personal data NOX Software works conform the requirements of the applicable data protection legislation, like the General Data Protection Regulation. This means we:

- **clearly specify our purposes** before we process personal data, by using this privacy statement;
- **limit our collection of personal data** to only the personal data needed for legitimate purposes;
- first **ask for explicit permission** to process your personal data in cases where your permission is required;
- take **appropriate security measures** to protect your personal data and we demand the same from parties who process personal data on our behalf;
- **respect** your right to access, correct or delete your personal data held by us.

NOX Software is the party responsible for all data processing. In this privacy statement, we will explain what kind of personal data we collect and for which purposes within our online service NOX Software. We recommend that you read it carefully.

If you have any questions regarding the processing of personal data, you can find the contact details of NOX Software at the end of this privacy statement.

## Registration

Certain features of our service require you to register beforehand. You will have to provide some information about yourself and choose an email address and a password for the account that we will set up for you.

For this purpose, we use your invoice address, email address and company details. We need this data because of our possible agreement with you. We store this information until you close your account. We will retain this data so that you do not have to re-enter it every time you visit our website, and in order to contact you in connection with the execution of the agreement, invoicing and payment, and to provide an overview of the products and services you have purchased from us.

## Handling your order

We will use your personal data when handling your order. In case of physical deliveries, we may share your data with the delivery service to have your order delivered. We may also obtain information on your payment from your bank or credit card company.

For this purpose, we use your invoice address, email address and payment details. We need this data because of our agreement with you. We store this information until your order has been completed. Certain types of personal data will be retained for a longer period with regards to the legal tax retention.

### **Access to portal**

Within our portal, you can access a management environment where you can set, specify and change settings. We will keep track of your activities for proof.

For this purpose, we use your email address, profile picture and name. We do this on the basis of your consent. We store this information until our services to you have ended.

### **Subscription**

Via NOX Software you can take out a paid subscription. We use your personal data to complete the payment.

For this purpose, we use your invoice address, email address and payment details. We need this data because of our agreement with you. We store this information until you cancel your subscription. Certain types of personal data will be retained for a longer period with regards to the legal tax retention.

### **Providing data to third parties**

Except for the parties necessary to deliver the above-mentioned services, we do not under any circumstance provide your personal data to other companies or organisations, unless we are required to do so by law (for example, when the police demands access to personal data in case of a suspected crime).

### **Statistics**

We keep statistics on the use of our online service, but these are kept anonymous at all times.

### **Security**

We take security measures to reduce misuse of and unauthorized access to personal data. We take the following measures in particular:

- Access to personal data requires the use of a username and password;
- We take physical measures to protect access to the systems in which the personal data is stored;
- We make use of secure connections (Secure Sockets Layer or SSL) to encrypt all information between you and our website when entering your personal data;
- We keep logs of all requests for personal data.

### **Changes to this privacy statement**

We reserve the right to modify this statement. We recommend that you consult this statement on a regular basis, so that you remain informed of any changes.

### **Inspection and modification of your data**

You can always contact us if you have any questions regarding our privacy policy or wish to review, modify or delete your personal data.

You have the following rights:

- Right of access: you have the right to see what kind of personal data we processed about you;

- Right of rectification: you have the right to rectify any personal data we have processed about you, if this information is (partially) wrong;
- Right to complain: you have the right to file a complaint against the processing of your personal data by us, or against direct marketing;
- Right to be forgotten: you can file a request with us to remove any personal data we have processed of you;
- Right to data portability: if technically possible, you have the right to ask us to transfer your processed personal data to a third party;
- Right to restriction of processing: you can file a request with us to (temporarily) restrict the processing of your personal data.

If you exercise any of the rights mentioned above, we might ask to identify yourself with a valid ID, to confirm it is your personal data. If so, it is important that you hide your social security number and photo.

We will usually respond to your request within one month. This term can be extended if the request is proven to be complex or tied to a specific right. You will be notified about a possible extension of this term.

### **Complaints**

If you want to file a complaint about our use of personal data, please send an e-mail with the details of your complaint to [info@nox-software.nl](mailto:info@nox-software.nl). We will look into and respond to any complaint we receive.

If you think that we are not helping you in the right way, you have the right to file a complaint at the authority. For The Netherlands, this is the Autoriteit Persoonsgegevens.

### **Contact details**

NOX Software  
Noord 41  
2931SJ Nederland  
[info@nox-software.nl](mailto:info@nox-software.nl)