



Privacy Policy

Last update **31/07/2020**

I. Explanation

This privacy policy is based on article 13 of the General Data Protection Regulation and contains the rights and duties of the organization with respect to the external persons whose personal data it processes, most notably in the context of the sending of newsletters.

II. Model

This privacy policy regulates the processing of your personal data by the organization responsible for processing: Gent Glas, Huidevetterken 24, 9000 Gent, K.B.O.- number: 0544.960.846 hereafter called: "Gent Glas"

Please read this privacy policy carefully, because it contains essential information about how your personal data is processed. By providing your personal data on the website www.gentglas.com and/or via the email addresses mentioned on this website, you declare to have taken note of this privacy policy and you expressly agree with it.

Article 1 – General

- 1.1. Gent Glas complies with the "Wet van 8 December 1992 tot bescherming van de persoonlijke levenssfeer ten opzichte van de verwerking van persoonsgegevens", as modified by the "Wet van 11 December 1998" and the anti-spam provisions from Book XII of the "Wetboek Economisch Recht" containing the laws of the electronic economy.
- 1.2. Gent Glas also complies with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data.
- 1.3. Gent Glas is responsible for processing personal data for newsletter subscriptions. It is also responsible when payment of membership fees, donations, sponsorships, and purchases are made through bank transfer.
- 1.4. For the processing of personal data with payment of membership fees, donations or purchases through our website, the responsible organization for payments with PayPal is PayPal Holdings, Inc, (www.paypal.com) and for payments with a credit card (e.g. MasterCard and Visa), the responsible organization is Stripe, Inc. (www.stripe.com).



Article 2 – Personal Data

2.1. Personal data you communicate to us:

- upon subscription to our newsletter: your first name, last name and email address;
- upon payment through the bank of membership fees, donations, sponsoring or purchases: your address information, bank account number and/or personal data.

2.2. Gent Glas can gather personal data in different ways:

- a. upon subscription to our newsletter through our website
- b. upon payment of membership fees, donations, sponsoring and purchases through the bank.

Article 3 – Purposes for Processing

3.1. General purposes:

Gent Glas will only use the data collected from you for the following purposes:

- Sending you the newsletters you subscribed to, with as legal basis your express permission.
- When paying for goods or services through the bank, we will use your information to uphold our end of the contract, with as legal basis the establishment of a contract.

You are not obligated to release your personal data, but you understand that rendering services will be impossible if you do not.

3.3. Transferal to a third party:

In the event of complete or partial reorganization or transferal of the activities of Gent Glas, by which it reorganizes, transfers or ceases its activities, or when Gent Glas goes bankrupt, this could mean that your information will be transferred to new business entities or third parties by which the business activities of Gent Glas will be continued.

Gent Glas will, within reason, try to notify you of the fact that your information will be announced to this third party. But you acknowledge also that this is not technically or commercially feasible under all circumstances.

Gent Glas will not sell, lease, distribute or otherwise commercially provide your personal data to third parties, except in cases as described above, or when you gave us prior permission to do so.



3.4. Legal requirements:

In rare cases it might occur that Gent Glas must reveal your personal data pursuant to a court order or other compelling legislation or regulation. Gent Glas will, within reason, attempt to inform you in that regard, unless this possibility is restricted by legal constraints.

Article 4 – Duration of Processing

Personal data will be saved and processed for the period needed, in function of the purposes of the processing and in function of the contractual relation between Gent Glas and you.

Article 5 – Your Rights

5.1. Right of access and inspection:

At any time, and free of charge, you have the right to take note of your personal data, as well as the use we make of your personal data.

5.2. Right of correction, removal and restriction:

You are free whether or not to communicate your personal data to Gent Glas. In addition, you always have the right to request Gent Glas to correct, supplement or remove your personal data. You acknowledge that, in case of refusal to disclose your personal data, or in case of a request to remove your personal data, certain services or goods will not be available.

You can also request to restrict the processing of your personal data.

5.3. Right of opposition:

You also have the right to oppose the processing of personal data for serious and legitimate reasons.

Besides this, you always have the right to oppose the use of personal data for purposes of direct marketing. In such cases you don't have to provide reasons.

5.4. Right to free transmission of data:

You possess the right to have your personal data, which is processed by us, presented to you in a structured, current and machine legible form and/or you have the right to transfer it to other responsible persons.



5.5. Right of revocation of consent:

Insofar the processing is based on your prior consent (e.g. subscription to our newsletter) you possess the right to revoke your consent.

5.6. Exercising your rights:

You may exercise your rights by contacting us, either by e-mail at info@gentglas.com, or via post to Gent Glas, Huidevetterken 24, 9000 Gent provided that you enclose a copy of your identity card. You can also unsubscribe from our newsletter by clicking the unsubscribe link provided.

5.7. Automated decisions and profiling:

The processing of your personal data will not include profiling and you will not be subjected to automated decisions.

5.8. Right to file a complaint:

You have the right to file a complaint with the Belgian Privacy Commission:

Commissie voor de Bescherming van de Persoonlijke Levenssfeer,
Drukpersstraat 35, 1000 Brussel.

Tel: +32 (0)2 274 48 00,

Fax: +32(0)22744835e-mail:

E-mail: commission@privacycommission.be.

This is without prejudice to a provision for a civil court.

In case you suffer damages as a consequence of the processing of your personal data, you can bring an action for damages.

Article 6 – Safety and Confidentiality

6.1. We developed safety precautions, that have been adapted on a technical and organisatory level, to prevent the destruction, the loss, the forgery, the changing, the unauthorized access and the accidental disclosure of personal data to third parties, as well as any other unauthorized processing of data.

6.2. In no way can Gent Glas be held responsible for direct or indirect damages following an erroneous or wrongful use of personal data by a third party.



Article 7 – Access by Third Parties

- 7.1. In order to process your personal data, we grant access to your personal data to our employees and/or volunteers.
- 7.2. We guarantee a similar level of protection by making contractual obligations enforceable against these employees and/or volunteers, which are similar to this privacy policy.

Article 8 – Declaration to the Privacy Commission

A declaration was made for this processing of personal data with the “Commissie voor de Bescherming van de Persoonlijke Levenssfeer”. You can always contact this Commission at the following addresses:

Commissie voor de Bescherming van de Persoonlijke Levenssfeer
Drukpersstraat 35
1000 Brussel
Tel: +32 (0)2 274 48 00
Fax: +32 (0)2 274 48 35
E-mail: commission@privacycommission.be

If you have any further questions or remarks with regards to the processing of your personal data, please feel free to contact us, either via e-mail at info@gentglas.com or via post at Gent Glas, Huidevetterken 24, 9000 Gent.