

Privacy policy Take a LEAP, as shown on website www.takealeap.nl

Take a LEAP, located at Jan Haringstraat 19-1 1056 XG Amsterdam, is responsible for the processing of the personal data you provide by using our services and/or by providing this information to us. Take a LEAP follows the policy as shown in this privacy statement (also shown on website www.takealeap.nl), when processing personal data.

Eveline van Dusseldorp is the Data Protection Officer of Take a LEAP. She can be reached via eveline@takealeap.nl.

Privacy statement:

1. Take a LEAP adheres to the requirements of the privacy legislation, acts in accordance with the required standards and handles the personal data with care.
2. Take a LEAP does not sell your details to third parties and will only provide information to them if this is necessary for the execution of our agreement with you, or to comply with a legal obligation. With companies that process your data in our assignment, we conclude a processor agreement to ensure the same level of security and confidentiality of your data. Take a LEAP remains responsible for these processing operations.
3. Take a LEAP processes the following personal data:
 - a. First and last name
 - b. Sex
 - c. Address data and phone number
 - d. E-mail address
 - e. Any other personal information you actively provided, for example by creating a profile on this website, or to receive the Take a LEAP newsletter and latest information
 - f. Information about your activities on our website
4. Our website and / or service does not intend to collect data about website visitors who are younger than 16 years, unless they have permission from parents or guardians. However, we can not check if a visitor is older than 16. We encourage parents to be involved in the online activities of their children, in order to prevent data on children being collected without parental consent. If you are convinced that we have collected personal information about a minor without this consent, please contact us via Eveline@takealeap.nl and we will delete this information.
5. Take a LEAP processes your personal data for the following purposes:
 - a. Handling your payment
 - b. Sending our newsletter
 - c. For calling or e-mailing you if necessary to carry out our services
 - d. Informing you about changes to our services and products
 - e. To give you the opportunity to create an accountTake a LEAP also processes personal data if we are legally obliged to do so, such as information that we need for our tax return.
6. Take a LEAP does not make decisions based on automated processing on matters that can have (significant) consequences for people. This concerns decisions taken by computer programs or systems, without involving a person (for example, a take a LEAP employee). Take a LEAP uses the following computer programs or systems:
 - a. MailChimp email system. For sending emails with information about the purchased product.
7. Take a LEAP does not store your personal data longer than is strictly necessary to achieve the goals for which your data is collected.
8. Take a LEAP uses functional, analytical and tracking cookies. A cookie is a small text file that is stored in the browser of your computer, tablet or smartphone when you first visit this website. Take a LEAP uses cookies with a purely technical functionality. These ensure that the website works properly and that, for example, your preferred settings are remembered. These cookies are also used to make the website work well and to optimize it. In addition, we place cookies that keep track of your browsing habits so that we can offer customized content and advertisements. On your first visit to our website we have already informed you about these cookies and we have asked you for permission to place them. You can opt out of cookies by setting your internet browser so that it does not store cookies anymore. In addition, you can also delete all information previously saved via the settings of your browser. For an explanation, see: <https://veiliginternetten.nl/themes/situatie/cookies-wat-zijn-het-en-wat-doe-ik-ermee>
 - a. Analytical / tracking cookies: Google Analytics
 - b. Ads: Google AdWords, Facebook Pixel
 - c. Social Media: Facebook, Instagram, LinkedIn
9. You have the right to view, correct or delete your personal data. You can do this yourself through the personal settings of your account. You also have the right to withdraw your consent to the data processing or to object to the processing of your personal data by our company and you have the right to data portability. This means that you can submit a request to us to send the personal

information we hold about you to you, or another organization mentioned by you, in a computer file. If you want to use your right of objection and / or right to data portability or if you have other questions / comments about data processing, please send a specified request to Eveline@takealeap.nl. In order to ensure that the request for access has been made by you, we ask you to send a copy of your identity document with the request. Make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Citizen Service Number (BSN) black in this copy. This is to protect your privacy. Take a LEAP will respond to requests as soon as possible, but in any case within four weeks. Take a LEAP also points out the opportunity to file a complaint with the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

10. Take a LEAP takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. If a person feels data is not properly secured or there are indications of abuse, please contact customer service via eveline@takealeap.nl.

Take a LEAP is entitled to change the content of the Privacy Policy without the visitor being informed. The implementation of the change on the website is sufficient for this.