



Privacy and cookie statement

Amsterdam, May 10th, 2019

Version: 1.0

Your privacy and the protection of your personal data is of great importance to International Orange, Colouring Brands & Events B.V. (hereinafter: International Orange). During the processing of your personal data, both offline and via our website (<https://www.internationalorange.eu>), we conform to the requirements of the applicable data protection legislation. This means we:

- **Clearly specify our purposes** before we process personal data, by using this privacy and cookie statement.
- **Limit our collection of personal data** to only the personal data needed for legitimate purposes.
- **First ask for permission** to process your personal data in cases where your prior permission is required.
- **Take appropriate security measures** to protect your personal data.
- **Respect your rights**, for example the right to access, correct or delete your personal data held by us.

We respect the privacy of the visitors of our website, our customers, suppliers and job applicants and ensure your personal data to be handled confidential. In this privacy and cookie statement we will inform you about the personal data processing by International Orange and your privacy. 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 International Orange at the end of this privacy and cookie statement.

Personal data we use

We use the following types of personal data:

- Contact details.
- Address details.
- Payment details.
- Information on your use of our website.
- When you apply for a job at our company: solicitation details.
- Photos and videos (of events).
- Any other information you provide us with.

We can also use your personal data if this is provided to us by one of our customers. In that situation we will only process your personal data on behalf of our customer(s) and in line with their instructions.



Purposes of the processing of personal data

We use personal data for the following purposes:

- Providing our services.
- Prepare or consider a quotation.
- Contacting you if you requested us to do so.
- Handling job applications.
- To show sphere impressions of our events.
- For the placement of cookies that enable our website to function, be secure and improve it based on the analyzation of the behavior of website visitors.

Providing services

We can use your personal data for providing our services or for using your services. For this purpose, we use your (company) name, address, telephone number, e-mail address, payment details and any other information required for providing our services. We need this data because of our agreement with you. We store this information until our or your services have been completed. Certain types of personal data will be retained for a longer period to fulfil our tax obligations (the statutory retention period of 7 years).

Contact

You can contact us in different ways, for example by phone, e-mail, social media or on events. For this purpose, we use your (company) name, address, telephone number, e-mail address and any other information you provide us with. We store this information until we have handled your contact request and till three months afterwards, or for the duration of our contractual relationship if you become a customer or supplier.

Quotations

You can request a quotation for our services, or we can request a quotation for your services. To prepare or consider a quotation we will use your (company)name, telephone number, e-mail address and relevant information about your request or your services. We need this data for the preparation of a potential agreement. We store this information up to three months after we have sent our quotation or received your quotation, or if we enter into an agreement with you, for the duration of our cooperation.

Handling job applications

You can apply to us for a job. For this purpose, we use your name, telephone number, e-mail address, motivational letter, resume and any other information you provide us with. We need this data to handle your application and possibly enter into an employment contract with you. If we do not end up hiring you, we will only retain your data until four weeks after the application procedure has ended. We can retain your data for one year longer - with your consent - in case we might have an interesting vacancy in the near future.

If we end up hiring you, we will store your personal data as long as you work for us and for the duration as laid down within our internal privacy policy.

Please note: A social media check may be part of the application procedure. A social media check is necessary to be able to guarantee that the image of International Orange will be maintained when new staff is being hired. We do this on the basis of our legitimate interest. For our social media check, we will search for your name on Twitter, Facebook, YouTube, Google and LinkedIn. We will only check information that is publicly available and will not require you to make a connection with





us or to provide us with access to shielded pages. In case you have any objections against this, please let us know, then we won't do it.

Sphere impressions of our events

During our events we can take photos and videos to create an impression of the sphere. We can use these images to give future visitors or customers a good impression of the event. We do this by placing photos and videos online, for example on our website and/or our social media channels. We process this data based on our legitimate interests. Therefore, we take your privacy into account as much as possible. We save the images for a maximum of ten years after the event, but you can of course contact us at any time to have your images removed earlier. In addition, we will let you know in advance if photos or videos are being taken at an event. In case you have any objections against being recognizable visible in one of the images, please let us know, then we won't photograph or film you.

Providing personal data to third parties

We may share your personal data with other third parties, if we use their services to achieve the aforementioned purposes, if we have a legitimate interest in doing so, if we are legally obliged to do so or if this is necessary to implement the agreement we have entered into with you. To this end, your personal data can be shared with the following third parties:

- IT and security service providers;
- Marketing support providers;
- Cookie providers;
- Authorities (for example Tax authorities, or the police in case of a suspected crime);
- Payment providers;
- Mail and shipping services;
- Suppliers of promotional gifts;
- External employees hired by us;
- Any parties specifically relevant based on the services we provide you with, for example: event locations, hotels, restaurants, creative companies, printing companies and travel agencies.

If necessary, we have made contractual agreements with the parties mentioned above to handle your personal data in a secure way.

Cookies

We use cookies on our website. Cookies are small information files that can be automatically stored on, or read out from the device (including a PC, tablet or smartphone) of the website's visitor, while visiting a website. This is done through the web browser on the device. The information that is transmitted by a cookie, about the use of our website, may be transferred to our own secured servers or to the servers of a third party.

We, as well as third parties, use cookies on our website for the following purposes:

- *Technical and functional cookies*: to enable the functionality of our website. For example, to save a search term or font type within the website;
- *Analytic cookies*: to generate overall statistics and gain insight in the use of our website by the public in order to optimize our website and services.



In the table below, the cookies are being mentioned that are being placed on our website:

Cookie	Type	Cookie party	Purpose	Retention period	Privacy statement
Google Analytics	Analytic	Google LLC, USA Privacy Shield	<p>These cookies are being placed to gain insight in the use of our website by website visitors. This enables us to improve our website and the user's experience. The Google cookies are being used in a privacy friendly way, this means that we:</p> <ul style="list-style-type: none"> ○ have concluded a data processing agreement with Google; ○ Google is only provided with masked IP-addresses; ○ don't share any other data with Google; and ○ don't use any other Google services in combination with analytics. 	2 year + session	Privacy statement

Disabling of cookies

You can prevent the placement of cookies by adjusting the settings in your browser (see your browser Help for how to do this). Be aware that disabling cookies will usually result in also disabling some functionality and certain features of this website. Therefore, it is recommended not to disable cookies.

Expiration date of cookie and removal of cookies

Most cookies have an expiration date. This means that they will automatically expire after a certain period and no longer register any data concerning your visit of the website. Another option is to remove the cookies manually before the expiration data. In order to do this, consult the instruction manual of your browser.

Websites of third parties

This privacy and cookie statement does not apply to third-party websites that are linked to our website through links. We cannot guarantee that these websites handle your personal data in a reliable or secure manner. Please read the privacy statement of the linked website, for more information about the way they handle your personal data.



Security

We take security measures to reduce misuse of and unauthorized access to personal data. We take responsibility in the security of your personal data. If you would like to know what security measures we exactly take, please contact us. We renew our security measures periodically to ensure the safe storage of your personal data.

Modification of this privacy and cookie statement

We may change this privacy and cookie statement from time to time. Changes will be published on our website. It is therefore advised to consult this privacy and cookie statement on a regular basis so that you are aware of these changes. In case we have a customer relationship with you, we will also inform you by e-mail about the important changes of our privacy and cookie statement.

Your rights

You can always contact us if you have any questions regarding our privacy and cookie statement. Besides that, you have to the following rights regarding your personal data:

- 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 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;
- Right to revoke your **consent**, when we process your data with your consent.

If you exercise any of the rights mentioned above, we will ask to identify yourself. How this identification will take place, depends on the personal data that is being processed by us.

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

Complaints

If you think that we are not helping you in the right way or if you are unhappy about the way in which we process your personal data, you have the right to lodge a complaint at the authority. For the Netherlands, this is the [Autoriteit Persoonsgegevens](#).

Contact details

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