

Privacy Policy

This privacy policy governs the collection, storage, use of personal information collected by us, Véronique Schyns Financial & Strategic Communications, in this document referred to as "VS". It provides details about the personal information that we collect from you, how we use your personal information and your rights regarding the personal information that we hold about you.

Please read this privacy policy carefully – by using our services, you confirm that you have read, understood, agree to this privacy policy in its entirety.

VS (with registered address Afroditekade 149, 1076 DZ Amsterdam, The Netherlands and registered Chamber of Commerce number 50926217) provides investor relations services and related strategic communications services to companies.

VS has a partnership agreement with 1602 Capital Partners in order to offer communications services to the 1602 client base. 1602 Capital Partners has its own privacy statement.

What kind of information do we collect?

We collect basic contact data about journalists, analysts, industry bodies, clients, prospective clients, service providers (such as photographers), captains of industry, etc including name, email, phone number, business address. In some cases we collect biographical details or career history.

We collect this information by:

- Identifying public information in papers, online sites and magazines
- When we engage with them about using our services
- By following them on various platforms including LinkedIn, Twitter and other sites.

What is the purpose of collecting data as well as the legal basis for the processing?

We collect, store and handle some information of journalists, analysts, clients, prospective clients, providers, industry bodies, captains of industries, etc for our legitimate interest in communicating with them about information and services that we believe to be relevant to them in a professional business context.

VS serves the interests of clients and serves the interests of journalists, who write about the kinds of companies and sectors we represent. We

update journalists of relevant corporate and industry news via telephone, emails and press releases. The relationship between companies like VS and journalists is established and respected.

We also collect, store and handle some information of clients, in order to provide the services requested by the client, and in doing so fulfilling our contractual obligation to them. For some administrative functions such as invoicing, we collect data provided to us by the client to be able to send an invoice.

In case of prospects, we collect prospect's data to be able to engage with them about our services.

We only collect personal data from journalists, clients and prospective clients that we need in order to provide and oversee our services to them. We carry out a policy of data minimisation. VS holds no records of sensitive data on journalists, clients or prospective clients (eg family data, religious views, health history or criminal records).

Data protection?

All the personal data is handled by Véronique Schyns and stored locally, not on an external server. Personal information can only be accessed via a secure and password protected online device. Access to this device is restricted to Véronique Schyns.

We take appropriate technical and organisational measures to safeguard the personal information that you provide to us but since no transit over the internet can ever be guaranteed, we cannot guarantee the security of any information that you transfer over the internet to us.

How we share your personal information and who we share it with

We generally do not disclose personal information of our relations to third parties. Exceptions would be:

- Providing client contact details to journalists in the event that the client has indicated they wish to be contacted directly by the journalist in question.
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- Compliance with laws and legal proceedings: When we respond to court orders, or legal processes, or to establish or exercise our legal rights or defend against legal claims.
- Change of ownership: In case of any change in ownership or uses of your personal information, as well as any choices you may have regarding your personal information.

How long do we keep your data?

VS updates journalists' data on media lists on a regular basis. Outdated data will be removed from media lists. The same goes for clients and prospect's lists. We will remove data upon request.

Specifically for our clients, we hold their data as long as they are in an agreed contract with VS, and for a period of seven years thereafter in the event that they wish to resume services during this period. If they wish any of their data to be removed, we will remove this from our systems.

What are your rights in relation to the personal information that we hold?

You have the following rights:

- to ask us to provide you with copies of personal information that we hold about you at any time;
- to ask us to update or correct any out of date or incorrect personal information that we hold about you (in accordance with applicable data protection legislation);
- the right to opt-out of any marketing communications that we may send you.

If you want to exercise any of these rights, please write to pr@veroniqueschyns.com.

If you object to our processing of your personal information for certain purposes or you want us to stop using or to delete your personal information, you can contact us and tell us why.

Supervisor

If you are not satisfied with our response or believe we are not processing your personal information in accordance with the law you can complain to the Supervisor. The Supervisor of the data protection law in The Netherlands is de *Autoriteit Persoonsgegevens* via www.autoriteitpersoonsgegevens.nl.

This privacy policy was last updated on 29 August 2018. Please check back regularly for updates.