

Privacy Statement Iris Media & Coaching

Iris Media & Coaching respects your privacy and will process your personal data in a safe and careful manner, in accordance with the General Data Protection Regulation (GDPR). This statement explains how Iris Media & Coaching handles the processing of personal data. Iris Media & Coaching will explain which personal data is processed, for what purpose, how Iris Media & Coaching handles this data, and how long it is stored. You are advised to read this privacy statement carefully.

The party responsible for the processing of personal data is Iris Media & Coaching, located at Tesselschadestraat 25 a 9, (8913 HA) Leeuwarden, and registered in the Dutch Chamber of Commerce under file number 81320965. The legal representative is Ms. I. van Leeuwen.

Do you have questions about your privacy? Contact Iris Media & Coaching via contact@dreambigdreams.eu. For more information about personal data protection, you can visit www.autoriteitpersoonsgegevens.nl.

Personal Data

Iris Media & Coaching processes personal data within the meaning of Article 4 GDPR. Personal data refers to all data that can provide information about an identified or identifiable natural person. If the personal data concerns someone under 16 years of age, reasonable consent from the parent(s) or guardian(s) is required for any adjustment, deletion, or other processing of personal data. If you believe that Iris Media & Coaching has collected personal data about minors without consent, please contact Iris Media & Coaching, and the data will be deleted.

Personal Data, Legal Basis, and Purposes

Personal data is primarily processed when you enter into an agreement with Iris Media & Coaching. The personal data is used, among other things, to offer you specified services and/or (online) products of Iris Media & Coaching. The personal data that is at least required includes first and last names, address details, and phone number. Your email address may also be requested. Your email address is necessary to send you a quote/offer, confirm the agreement, and maintain contact. Additionally, your personal data is processed for invoicing and accounting purposes. This data is collected through personal conversations, phone calls, emails, social media, or via the contact or order forms on the website.

The personal data that Iris Media & Coaching may process includes:

- First and last name;
- Gender;
- Address details, and if different, the billing address;
- Phone number;
- Email address;
- Payment details;
- Company information (including company name, Chamber of Commerce number, and/or VAT number);
- Other personal data that you actively provide to Iris Media & Coaching, for example, in correspondence or by phone;
- Data about activities on the website.

Iris Media & Coaching processes this data for the following purposes:

- To correctly address you as Mr. or Ms., and by your name;
- To send you the offer from Iris Media & Coaching;
- To be able to call or email you if necessary for Iris Media & Coaching to provide its services;
- To execute the agreement you have entered into with Iris Media & Coaching / to deliver the services and/or products to you;
- To process your payment;
- To inform you about changes to its services/products;
- For sending newsletters;
- If Iris Media & Coaching is legally required to do so, such as for administration, invoicing, accounting, and tax purposes;
- To analyze your behavior on the website in order to improve the website and tailor the offering of products and services to your preferences.

Iris Media & Coaching processes your data based on your consent, the agreement you have entered into with Iris Media & Coaching, when necessary to protect the legitimate interests of Iris Media & Coaching, or based on a legal obligation. Personal data is not processed in a manner incompatible with the purposes for which it was collected.

Retention Period for Personal Data

Personal data processed by Iris Media & Coaching is not kept longer than necessary to achieve the purposes for which the data is collected. Personal data will be retained until the legal retention period, unless otherwise necessary (Article 5 GDPR). For invoices and financial administration (e.g., first and last name, company information, address details, phone number, and email address), there is a retention period of 7 years in accordance with the legal administrative obligation of the Dutch Tax Authorities. After this period, the data will be deleted or anonymized. Cookies are retained for the duration of your browser session. Reviews are deleted once Iris Media & Coaching has received a request for deletion.

Sharing Personal Data with Third Parties

Iris Media & Coaching does not share your personal data with third parties, unless it is necessary to perform the agreement, comply with accounting and other administrative obligations, or based on mandatory laws and regulations. These third parties are obligated to confidentiality based on a data processing agreement and/or legal obligation. Iris Media & Coaching will enter into a data processing agreement/confidentiality agreement with companies processing your personal data on behalf of Iris Media & Coaching to ensure the same level of security and confidentiality of your personal data. Iris Media & Coaching remains responsible for these processes. Iris Media & Coaching will never sell your personal data to third parties.

Your personal data may be shared with:

- Engaged third parties, such as external partners, postal and delivery services, software companies, etc.;
- IT partners responsible for hosting and maintaining the website;
- Collection and/or bailiff offices, if necessary for collecting debts on behalf of Iris Media & Coaching;
- Payment services and systems;
- Accounting software/accountants;
- Telecommunications.

Automated Decision-Making

Personal data handled by Iris Media & Coaching is always processed by a person. Iris Media & Coaching does not make decisions based on automated processing that could have significant consequences for individuals. This refers to decisions made by computer programs and/or systems.

Your Privacy Rights

You have the following rights regarding your personal data:

- The right to be informed (Article 15 GDPR);
- The right of access (Article 15 GDPR);
- The right to rectification (Article 16 GDPR);
- The right to erasure (Article 17 GDPR);
- The right to restrict processing (Article 18 GDPR);
- The right to data portability (Article 20, paragraph 1(a) GDPR);
- The right to object (Article 21 GDPR);
- Rights related to automated decision-making and profiling (Article 18 GDPR).

To exercise these rights, you can send your request to contact@dreambigdreams.eu. Iris Media & Coaching will assess your request as soon as possible, and no later than within 30 days. If Iris Media & Coaching cannot fulfill your request, it will always explain why your request was denied. Iris Media & Coaching reserves the right to verify your identity by requesting a valid ID, driver's license, or passport when you submit such a request. In this copy, please black out your photo, MRZ (machine-readable zone, the strip with numbers at the bottom of the passport), passport number, and citizen service number (BSN) to protect your privacy.

Iris Media & Coaching also points out the option to file a complaint with the national supervisory authority, the Dutch Data Protection Authority (Autoriteit Persoonsgegevens). This can be done via the following link:

<https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>.

Cookies

Iris Media & Coaching uses cookies on its website. A cookie is a small text file that is stored on your computer, tablet, or smartphone when you first visit this website. The website uses necessary cookies (technical/functional). These cookies are essential for the website's operation. Additionally, preference cookies are used. These cookies ensure that the website can remember information that influences the behavior and design of the website. With your consent, targeting cookies may also be placed. These cookies identify unique visitors and track a visitor's session on the website. All cookies are stored for a maximum of 1 year.

Non-essential cookies are only placed after you have given consent. Once you accept all cookies, you give Iris Media & Coaching permission to use all cookies. You can opt out of cookies by setting your browser to no longer store cookies. Additionally, you can delete all previously stored information via your browser settings. This needs to be done per browser and per device. Removing cookies may cause website functions to work less efficiently. For more information about the use of cookies, see the cookie policy on the website.

Social Media Buttons

The website of Iris Media & Coaching includes social media buttons to promote web pages

on social networks such as Instagram, LinkedIn, and Pinterest. These buttons work using pieces of code provided by the social media platforms themselves. Iris Media & Coaching has no control over this. Iris Media & Coaching advises you to read the privacy statements of these parties to understand how they process your personal data.

Security

Iris Media & Coaching takes the protection of your personal data seriously and implements appropriate technical and organizational measures to prevent misuse, loss, unauthorized access, unwanted disclosure, and unauthorized changes. If you suspect that your personal data is not properly secured or there are indications of misuse, please contact Iris Media & Coaching.

Liability

This privacy statement only relates to personal data processed by Iris Media & Coaching for the purposes discussed in this statement. Iris Media & Coaching accepts no liability or responsibility for the operation and/or content of third-party websites or services.

Changes to this Privacy Statement

This privacy statement was last updated on June 8, 2024. Iris Media & Coaching reserves the right to modify this statement at any time. You will find the most recent version on the Iris Media & Coaching website. If any changes to this statement affect how Iris Media & Coaching processes your personal data, you will be notified via email.