

## PRIVACY POLICY CONTRAST DLC

(version 21/4/2021)

Your privacy is important to us.

All personal data that we obtain about you will be collected and processed in accordance with applicable data protection legislation, in particular the General Data Protection Regulation 2016/679 of 27 April 2016 (“GDPR”), as well as this privacy policy.

This privacy policy provides more information about the personal data that we process, why we process it, how we obtain the data, how long we retain the data and with whom we share it. It also provides more information on how you can exercise your rights.

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### 1. IDENTITY AND CONTACT DETAILS

The data controller for your personal data is the following legal entity (separately or jointly with the lawyers mentioned on our website [www.contrast-law.be](http://www.contrast-law.be)):

**contrast** European & Business Law BV  
Minervastraat 5  
B-1930 Zaventem  
Belgium  
Enterprise number: 0847.036.860

If you have any questions about the processing of your personal data, you can always contact us:

- via post: to the abovementioned address (attn. Privacy)
- via email: [privacy@contrast-law.be](mailto:privacy@contrast-law.be)
- via phone: +32 (0)2 275 00 75

### 2. PURPOSES

We process your personal data for one or more of the following purposes:

- Contact and information
- Membership
- Newsletters and other communications

- Events
- Website

Below, you can find for each purpose the personal data that we process, why we process it, how we obtain the data, how long we retain the data and with whom we share it.

## 1) **Contact and information**

If you make use of the contact form on our website, we process your personal identification data (name, email address), employment data (company) and any possible additional information that you provide to us.

This data allows us to follow-up on your contact via our website, i.e. to get in touch with you, provide you with information that you may have requested via our website, etc.

The legal basis for this processing is the consent that you have given by submitting to us your personal data for the above mentioned purposes (Art. 6, §1, (a) GDPR).

We obtain this personal data directly from you.

For the above mentioned purpose, we store your personal data for 10 years after having followed-up on your contact plus a verification period of 1 year.

We only share this personal data with third parties with whom we work together for our website (IT and software providers). If the question concerns another jurisdiction, we share this personal data with the contributor for that jurisdiction (see our website for more information about our contributors).

## 2) **Membership**

In the context of your (free) membership, we process your personal identification data (name and email address), password and any possible additional information that you provide to us.

This data allows us to provide you with our membership services whereby you receive unlimited access to the DLC website, including e.g. downloading of files, creating a reading list, making comments, etc.

The legal basis for this processing is our execution of the membership agreement with you (Art. 6, §1, (b) GDPR).

We always obtain this personal data directly from you.

For providing the membership services to you, we store your personal data for up to 10 years after your membership has ended plus a verification period of 1 year.

We only share this personal data with third parties with whom we work together for the above mentioned purpose (e.g. IT and software providers).

### **3) Newsletters and other communications**

For our newsletters and other communications, we may process your personal identification data (name, (company) address, email address) and employment data (company). We may also receive information about your interaction with our newsletters.

This data allows us to keep you informed of legal developments, inform you about our products, services and events, provide you with our Christmas card and any other relevant communications.

The legal basis for this processing is the legitimate interest to promote our products, services and events to our members and other interested parties (Art. 6, §1, (f) GDPR). If you subscribe to our newsletters via the website, you will receive these newsletters because you have given your consent (Art. 6, §1, (a) GDPR).

We obtain this personal data directly from you.

We will send you our newsletters and other communications until you unsubscribe to our newsletters and other communications, which you are free to do at any time (for more information, see RIGHTS).

Our suppliers of marketing tools and IT providers also have access to your personal data

### **4) Events**

For the organisation of events such as seminars and workshops, we may process your personal identification data (name, (company) address, email address, telephone number), identification data issued by public authorities (VAT number), education or employment data (function, company), memberships (IBJ, OVB), financial data (bank account number, payment method) and your image. When you participate in a webinar, we also process information about your viewing behaviour.

This data allows us to register your participation, provide you with the necessary information about the event and organise the award of IBJ or OVB points for your participation in the event. The images taken during an event allow us to communicate about the event via our website and social media.

The legal basis for this processing of personal data is the conclusion and execution of an agreement with you as a participant in the event (Art. 6, §1, (b) GDPR). If we take targeted images of you during the event and want to share them on our website and social media, we will ask for your consent (Art. 6, §1, (a) GDPR).

We obtain this personal data directly from you or through a third party (e.g. a third party who registers you for an event).

We keep your personal data for 10 years plus a verification period of 1 year after your participation in the event.

Our IT providers also have access to your personal data.

## 5) Website

When you visit our website [www.distributionlawcenter.com](http://www.distributionlawcenter.com) we process your personal identification data (IP address and cookies).

This data allows us to improve your browsing experience on our website and to better tailor the website to your preferences.

The legal basis for placing essential and functional cookies is our legitimate interest to provide a well-functioning and user-friendly website (Art. 6, §1, (f) GDPR). Analytical cookies will only be placed if you have given your consent (for more information, see our [Cookie statement](#)).

We obtain this personal data directly from you.

The expiration date varies per cookie and you can change your cookie preferences at any time (for more information, see our [Cookie statement](#)).

We only share this personal data with IT and software providers with whom we cooperate for our website.

## 3. SECURITY

We have implemented appropriate technical and organizational measures to ensure the confidentiality of your personal data and to protect your data from accidental and unlawful destruction, loss, alteration, unauthorized disclosure and access.

We have made the necessary contractual arrangements with the third parties with whom we work together and will not transfer your personal data outside the European Economic Area without ensuring that your data is granted an equivalent level of protection there.

#### **4. RIGHTS**

You can always contact us to exercise the following rights:

- the right to access or rectification of your personal data
- the right to erasure of your personal data
- the right to restrict the processing of your personal data
- the right to withdraw your consent
- the right to object to the processing of your data
- the right to transmit your data to another service provider
- a complaint if you believe that we are not acting in accordance with applicable data protection laws. You can also submit a complaint to the Belgian Data Protection Authority.

You can reach us via one of the following channels:

- via post: to the abovementioned address (attn. Privacy)
- via email: [privacy@contrast-law.be](mailto:privacy@contrast-law.be)
- via phone: +32 (0)2 275 00 75

We respect all rights relating to your personal data to which you are entitled under applicable law.

If you no longer wish to receive our newsletters and wish to stop the processing of your data for that purpose, you can always use the unsubscribe link provided at the bottom of each newsletter. Once you unsubscribe from the newsletter, you will no longer receive it. You can always resubscribe via our website. You can also access or rectify your personal data by using the “update preferences” option at the bottom of the newsletter.

For those processing activities for which the legal basis is a legitimate interest, you can ask us more information about the balancing test that we have carried out in that context (for more information, see PURPOSES).

For identification purposes, we may ask you for a copy of the front side of your identity card.

#### **5. UPDATES**

This privacy policy may be amended from time to time, within the limits of the applicable data protection laws. Via our website you always have access to the most recent version.