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**PRIVACY POLICY****QUINT LEGAL B.V.**MAY 2018

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**INTRODUCTION**

At Quint Legal, we are committed to safeguarding your privacy.

This privacy policy applies where Quint Legal B.V. (**Quint Legal** or, where appropriate, also referred to as “we” or “us”) is acting as a data controller in accordance with the European General Data Protection Regulation (**GDPR**). We may update this privacy policy from time to time by publishing a new version on our website ([www.quintlegal.com](http://www.quintlegal.com)). In view hereof, please check this page occasionally. In case of significant changes, we will notify you thereof on our website or by email.

**PERSONAL DATA**

We process personal data that are provided to us by (prospective) clients, suppliers, job applicants and persons who visit our website, e.g. upon the conclusion of an agreement with us, by filing a job application or by giving us your business card.

The personal data may include:

- general and contact information (e.g. your first name, last name, email address, postal and visiting address and phone number);
- data related to the device you use to visit our website (e.g. IP address);
- personal data you may provide us in connection with a job application (e.g. full name, date and place of birth, home address, phone number, nationality, marital status and any other personal data included in your job application or resume);
- any other personal data which you may provide us or that we may obtain in relation to the purposes and based on (any of) the grounds set out in this privacy policy.

In addition, we may process your personal data which we obtain from other sources, e.g. the Dutch Trade Register or by using publicly available sources.

**PROCESSING OF PERSONAL DATA**

We may process your personal data for the following purposes:

- (i) for offering, marketing and selling our legal services to you upon any enquiry you submit to us;
- (ii) for provision of our legal services;
- (iii) for compliance with applicable laws and regulations;
- (iv) for marketing and business development activities, e.g. legal updates, invitations for events and other marketing communications;
- (v) for the review and handling of your job application; and

(vi) for generating statistics on the use of our website.

**LEGAL BASIS FOR PROCESSING OF PERSONAL DATA**

We will process your personal data on the basis of (i) the performance of a contract with you; (ii) the compliance with a legal obligation; (iii) legitimate interest; and/or (iv) your consent.

**SHARING OF PERSONAL DATA**

We will not share your personal data with third parties unless such is required for or conducive to the performance of the contract with you (e.g. with counterparties, local counsel, courts, regulatory authorities and governmental institutions). In the performance of our services, we use online practice management software hosted by a third party. In connection therewith, we have concluded a processor agreement with the provider which meets the requirements set out in the GDPR. Kindly note that we will only transfer your personal data to any of the aforementioned third parties for the purposes and on the legal grounds stated in this privacy policy. Third parties to whom we transfer your personal data are themselves responsible for compliance with privacy legislation. Quint Legal is not responsible and cannot be held liable for the processing of your personal data by these third parties. To the extent that a third party processes your personal data as a data processor of Quint Legal, we will conclude a processor agreement with such party that meets the requirements set out in the GDPR.

**YOUR RIGHTS**

In accordance with the GDPR, you have the right to access, rectify and, subject to our compliance with our legal and regulatory obligations, erase your personal data. In addition, you have the right object to or restrict processing of your personal data by us, although there may be circumstances in which we may be legally required to deny such request. You have the right to request us to receive your personal data in a structured, commonly used and machine-readable format (data portability). Moreover, you have the right to lodge a complaint with a supervisory authority. Finally, you have the right to withdraw your consent to the processing of your personal data, although we may continue processing your data if such is required in view of our compliance with applicable laws and regulations.

**RETENTION OF PERSONAL DATA**

We will not retain your personal data any longer than is required for (i) the achievement of (any of) the purposes described in this privacy policy, or (ii) compliance with applicable laws and regulations.

**SECURITY MEASURES**

Quint Legal has taken technical and organizational measures to ensure an appropriate level of security to protect your personal data from unauthorized or unlawful processing. In addition, we have taken technical and organization measures to prevent loss, destruction, damage, alteration or disclosure of your personal data.

**CONTACT**

Please contact us at [info@quintlegal.com](mailto:info@quintlegal.com) with any questions, comments or complaints you may have regarding the processing of your personal data.