# **Privacy statement**

February 12, 2019

#### - DISCLAIMER -

"This agreement was translated from the original Dutch text. Despite the fact that we have translated the original text with great caution, there may be a few translation or interpretation errors in the translated text. The original Dutch text prevails at all times."

Responsible in the sense of the Data Protection Act (the "DPA") for the acquisition, processing and use of personal data via the services provided by High-End Nanny Services, Kids Party Planner is located on the Zekeringstraat 17A, 1014 BM Amsterdam and registered under 50487051 at the Amsterdam Chamber of Commerce.

High-End Nany Service takes the privacy of her registered and to be registered participants, parents and nannies very seriously. The acquisition, processing and use of personal data by High-End Nanny Service is necessary for the implementation of the High-End Nanny Service services and only in accordance with the relevant legal provisions regarding personal data and the provisions of this Privacy statement.

Personal information refers to the personal information of an identified or identifiable natural person, such as name, address, telephone number, email address(es), date of birth, place of birth, type of identification and social security number.

Please read this privacy policy carefully.

This document describes the nature, extent and purpose of the collection, processing and use of data of individuals (\* referred to as User) who, by using the services of High-End Nanny Service, want to book a mobile kids corner or a nanny. For further questions concerning the handling of personal data please contact High-End Nanny Service on +31(0)20 - 7607661 during office hours or by e-mail to info@highendnannyservices.nl.

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### Article 1: Privacy statement User

If you book a nanny via the High-End Nany Service, High-End Nany Service collects the following personal data and information that is necessary to perform the ordered services. We store the following information:

1. First name, last name, email address, phone number, address information, date and place of birth, family composition and preferred payment method.

2. The nature of the booked services, as well as the duration of the booked services in hours; Information about the singularity or recurrence of the service.

3. The number and birth month/year of your child(ren).

4. Optional and to the extent that you've informed High-End Nanny Service: particulars of your child(ren) (i.e. allergies, dietary wishes, bedtimes and so forth)

5. Communication history with High-End Nanny Service and the nanny.

High-End Nanny Service uses the aforementioned information for the matching of the nanny service to a nanny. The age of the nanny as well as her experience, qualities and travel distance to the location of the nanny service address are also collected.

If the work of High-End Nanny Service leads to the conclusion of a Nanny Agreement between you and a nanny, High-End Nanny Service processes and uses your details as they are specified in the applicable "Terms and Conditions for Babysitter", with the aim of enabling billing, if necessary follow-up care and charging the transaction fee for High-End Nanny Service.

High-End Nanny Service will store booked services, completed services by the nanny and invoices drawn up on behalf of the nanny in order to be able to provide access to this information at a later time.

In the context of our service, we can contact you by phone to assist you in finalizing your booking or to answer any questions you might have.

Existing customers receive commercial communications by High-End Nanny Service, for which High-End Nanny Service collects, processes and uses details of your bookings and additional information to better understand your preferences and offer you interesting information on possible future services. You can at any time withdraw your consent by clicking the "unsubscribe" button in the bottom part of the communications.

Your information will be stored for possible future service requests but will be deleted after termination of our services should you request us to do so.

The above-mentioned use and processing of your personal data by High-End Nanny Service applies only to the extent necessary for the matching or follow-up care for the nanny service between you and a nanny, or if additional use is governed or allowed by this Privacy Statement.

Photographs and/or videos received or send by us are encrypted to secure the safety of your children. Text messages can be re-read afterwards by the team of High-End Nanny Service to assist in possible conflicts between you and the nanny and to secure safety of your children and our nannies.

# **Article 2: Privacy statement Nanny**

If you register as nanny with High-End Nanny Service, High-End Nanny Service collects, processes and uses the following personal data from you. This is necessary in order to achieve a match, and possibly a Nanny Agreement between you and a User:

1. First name, last name, e-mail address, address information, postcode and city;

2. Information about your credentials, in which the nature and extent of your experience as nanny, information on the transport means at your disposal, a (possible) Statement of Conduct, your bank account number, your knowledge of the Dutch language (or knowledge of other languages), information on the possible area of work and working hours, and the means to contact you (phone, mobile phone with internet access, internet access).

3. Profile picture (which will only be made publicly available after your explicit consent).

4. Communication history with users (i.e. parents, legal guardians).

H I G H E N D N A N N Y S E R V I C E -FOR LITTLE GUESTS-

Photographs and/or videos received or send by us are encrypted to secure the safety of your children. Text messages can be re-read afterwards by the team of High-End Nanny Service to assist in possible conflicts between you and the nanny and to secure safety of your children and our nannies.

The above-mentioned use and processing of your personal data by High-End Nanny Service applies only to the extent necessary for the matching or follow-up care for the nanny service between you and a nanny, or if additional use is governed or allowed by this Privacy Statement.

High-End Nanny Services will store your information for possible future service requests but will be deleted after termination of our services should you request us to do so.

## **Article 4: Provision of information and removal**

You have the right to request the data that High-End Nanny Service has stored about you. In addition, you are entitled to correct your incorrect personal data as well as the removal of personally obtained or stored personal information. We will ask control questions to secure the safety of your information. For the correction or deletion of your data, please contact High-End Nanny Service via <u>office@kidspartyplanner.nl</u>.

You have the right to submit a complaint with the Dutch Data Protection Agency should you feel High-End Nanny Services doesn't comply with the requirements of the Data Protection Act (the "DPA").

High-End Nanny Service reserves the right to amend this Privacy statement at any time.