# Privacy policy, Mustek Europe b.v. (www.Mustek.eu)

# Version 1.0 June 13, 2014 this page has been updated.

We are aware that you trust us. It is our responsibility to protect your privacy. On this page you can read which data we collect when you visit our website, why we collect these data and how we improve your experience using our website based on these data. So you will understand how we work.

This privacy policy applies to the services of Mustek You must know that www.mustek.eu is not responsible for the privacy policy of other websites and other sources. By using our website you acknowledge to accept our privacy policy.

<u>Mustek</u> respects the privacy of all the visitors/users of its website and ensures that all personal information which you will give us, will be dealt with in a strict confidential manner.

# How we use the collected data

## **Our Services**

When you order one of our services/products then we will ask for personal data like name, birthdate etc. These data will be used to execute your order. These data will be stored on a security server owned by Mustek.eu or by a third party. We will not combine your personal data with other data.

## Communication

When you send emails or other messages to us it will be possible that we will save these messages. Sometimes we will ask for your personal data when this is relevant. This enables us to answer your questions and requests. These data will be stored on a security server owned by mustek.eu or by a third party. We will not combine your personal data with other data.

#### Cookies

We collect data for research to get a better insight in our clients in order to tailor our services/products. This websites uses cookies. A cookie is a small piece of data sent from a website and stored in a user's web browser while the user is browsing the website. Every time the user loads the website, the browser sends the cookie back to the server to notify the website of the user's previous activity. This information gathered by the cookie will be stored on the security server of mustek.eu or by a third party. We use this information to see how you use the website and to make reports on website activity in order to offer you other services and products related to your activity on internet.

#### Purpose

We collect and use this information for no other purposes than described in our private policy unless we have received your permission to do otherwise.

#### **Third Parties**

We will not provide your data to other parties. In some cases your data will be shared internally but our personnel signed a non disclosure contract to respect the confidentiality of your personal data.

#### Alterations

This privacy policy is tuned to the current status of our website. Adjustments or changes on our website can lead to changes in the privacy policy. So we advise you to read our privacy policy on a regular basis.

#### **Personal Data Options**

We offer all visitors the possibility to look at, to change or to delete all personal data which has been provided to us.

#### Adjustments and termination/removal of Newsletter

At the bottom of all our mails you will find the possibility to adjust your personal data or to terminate the newsletter.

#### Adjustments/Removal communication

If you would like to alter your personal data or to remove these from our files then you can contact us. See below for contact information.

# Switch off cookies

Most browsers are set up to accept cookies but you can set up your browser to refuse cookies or to notify you when a cookie is being sent to you. It is however possible that some services and functions on our website and on other website do not function properly when you have switched off cookies on your browser.

#### **Questions and Feedback**

We check on a regular basis if we comply with the privacy policy. If you have questions about our privacy policy do contact us: Mustek Europe b.v. Bredaseweg 108a 4902 NS Oosterhout (NB) Telefoonnummer: +31 162 483500, maandag t/m donderdag van 9.00 tot 17.00, vrijdag 9.00 tot 16.00 KvK nummer: 20168929 BTW nummer: NL822123605B01