# Privacy Declaration Hotel et le Café de Paris

Thank you very much for your interest in the several websites of the company Hotel et le Café de Paris. Personal data is related to all information relating to an identified or identifiable physical human being. This includes for example the IP address, address, name, e-mail address or phone number. Hotel et le Café de Paris, located at Raadhuisplein 5, 7311 LJ Apeldoorn, Is responsible for processing the personal data as stated in this privacy declaration.

#### **Contact details**

Hotel et le Café de Paris Raadhuisplein 5 7311 LJ Apeldoorn Tel: +31 (0)55 522 18 22

E-mail: info@paris.nl

## Personal data which we process

Hotel et le Café de Paris processes your personal data because you use our services and/or because you provide the information for us. Below you will find an overview of the personal data we process.

- Name and sirname
- Gender
- Date of birth
- Address
- E-mail address
- Phone number
- IP-address
- Other personal data you actively delivered, for example by creating a profile on our website, in correspondence and by phone, birthdays and anniversaries for example.
- Data about your activity on our website.
- Internet browser and type of device
- Bank account number or credit card information.
- Health, for example allergies or physical disabilities which would need special attention, a wheelchair for example.

This data is delivered to us because you reserve a table or book a room by e-mail, phone, one of the booking sites for hotel reservations or orally. And by using the website which we can have a look at in Google Analytics.

## Special and/or sensitive personal data we process

In case you give us information about for example diet wishes, allergies or the use of a wheelchair, we shall process this data in your reservation. We could save this data in order to use it for future reservations. Our website and/or service does not intend to collect information of website visitors below 16. Unless they are given permission by parents or guardian. However, we are unable to check whether the visitor is older than 16 years. We recommend parents to be actively involved in online activities of their children, in order to prevent any data about the children being collected without parental consent. If you are convinced that we collected personal data of a minor, without parental consent, please contact use via info@paris.nl, so we can immediately delete the specific data.

## With what purpose and on what basis do we process personal data.

Hotel et le Café de Paris processes your personal data for the following purposes:

- To settle your payments
- To make a reservation
- Sending our newsletters
- In order for us to be able to contact you if necessary so we can answer your questions and provide our services for you.
- Hotel et le Café de Paris watches your activity on its website in order to optimize the website to our visitor's needs.

# **Automated decision-making**

Hotel et le Café de Paris is not involved in decision-making which could have (significant) effects on persons based on automated decision-making. This concerns decisions being made by computer programs and computer systems, in which a human (an employee of Hotel et le Café de Paris) is not involved.

## For how long do we preserve your personal data

Your personal data is thoughtfully saved, no longer than necessary. Unless Hotel et le Café de Paris is obligated to keep the personal data for a longer period of time due to legislation.

(Category) Personal data	Saving period	Reason
Name, adress and residence	7 years, unlimited if the person subscribed for the newsletter.	The data processing is necessary for the fulfillment of the agreements. The data processing is necessary for the representation of the justified interests. The data processing is necessary for meeting the legal requirements. And / or there is permission from the person of interest.
Phone numbers	7 years.	The data processing is necessary for the fulfillment of the agreements. The data processing is necessary for the representation of the justified interests. And / or there is permission of the from the person of interest.
E-mail addresses	7 years, unlimited if the person subscribed for the newsletter.	The data processing is necessary for the fulfillment of the agreements. The data processing is necessary for the representation of the justified interests. And / or there is permission of the from the person of interest.
Gender, date of birth and / or age	7 years, unlimited if the person subscribed for the newsletter.	The data processing is necessary for the fulfillment of the agreements. The data processing is necessary for the representation of the justified interests. And / or there is permission of the from the person of interest.
Usernames, passwords or other log in data, customer numbers	Unlimited.	The data processing is necessary for the fulfilment of the agreements. The data processing is necessary for the representation of the justified interests. And / or there is permission of the from the person of interest.
Financial data: bank account numbers, credit card numbers	Credit card number until a maximum of 7 days after check out.	The data processing is necessary for the fulfilment of the agreements

Data about one's health, diet wishes and allergies	7 years.	The data processing is necessary for the representation of the justified interests. And / or there is permission of the from the person of interest.
IP addresses	We will only keep your data as long as legally necessary in order to fulfil the purpose for which it was collected.	In order to meet the legislation in The Netherlands and other EU jurisdictions, like legislation against money laundering, including the Dutch law for prevention of money laundering and financing of terrorism. Without personal data we are unable to meet these laws and thus are unable to offer provide our services.

## Sharing personal data with third parties

Hotel et le Café de Paris does not sell your data to third parties and provides this data only if necessary for the fulfilment of our agreements with you or to fulfil the legal obligations. We make a processor agreement with companies processing your data on our behalf, to obtain the same level of protection and confidentiality of your data. Hotel et le Café de Paris remains responsible for this process.

## Cookies, or similar techniques, we use

Hotel et le Café de Paris solely uses technical and functional cookies and analytical cookies which are not in violation of your privacy. A cookie is a very small text file which is saved on your device when visiting the website. When talking about "cookies" we also include other similar techniques. The cookies we conduct are necessary for the technical functionality of our website, and in order to provide a user friendly website.

Cookies enable to recognize your web browser. Convenient, now the website can save your data like passwords, settings and preferences. This way, we can improve the functionality of our website and we can gain insight on the visitors behaviour. Moreover other parties can gain insight on your online behaviour. This enables those parties to provide relevant and personalised adds and keep the irrelevant adds from you. You can block cookies by adjust your internet browser which enables the browser to stop saving cookies. In addition to this, you can delete all your data which has been obtained in the past.

Good to know: Cookies do not endanger the safety of your computer and / or other devices.

## **Analytical cookies**

We use these analytical cookies so we can analyse how our website is being used. For example the number of visitors, on what page you enter our website and what pages are most visited. With this information we try to keep developing our website so it is as customer friendly as possible. The statistics and other data will not be lead to persons. For using analytical cookies, no permission is needed.

**Google analytics:** with this we analyse the use of our website. Moreover we analyse the visitors of our website which enables us to keep optimising our website for our visitors.

### Insight in your data and adjusting or deleting it

You have the right to have insight in your personal data, to correct it or to delete it. Moreover you have the right to withdraw possible permission for data processing or to object against the processing of your personal data by Hotel et le Café de Paris and u have the right to transfer you data. This means you can submit a request to Hotel et le Café de Paris to submit your data to you, or any other organisation named by you. You can send a request for adjusting, deleting, transferring and insight of/in your personal data to info@paris.nl. In order to be sure the request was sent by you, we ask you to send a copy of your identity card with it. In this copy, make sure your photograph, the "machine readable zone" (the line of number on the bottom of your passport), your cardnumber and your service number are striped out, in order to protect your privacy. We will respond as soon as possible, ultimately within 4 weeks, to your request.

## How do we secure personal data

Hotel et le Café de Paris applies a security level for processing the personal data, if possible within the available techniques, is sufficient in order to prevent personal data being accessed by unauthorised parties, adjusted, published or lost. If you get the impression your personal data is not sufficiently secured or there is any evidence of misuse, please contact us via info@paris.nl.

# Can this privacy policy be adjusted?

Deze Privacy Policy kan worden gewijzigd door Hotel et le Café de Paris, dit zal dan worden aangepast op onze website www.paris.nl.

This privacy policy can be adjusted by Hotel et le Café de Paris. If so, it will be adjusted and visible on our website www.paris.nl.

#### Complains?

If, in any case, you have complains feel free to contact us by e-mail: info@paris.nl. Moreover you are able to file a complaint with the national supervisor, the Autoriteit Persoonsgegevens. (authority of personal data)

## **Questions?**

If, in any case, you might have questions considering our policy or about the way we deal with personal data, feel free to contact us by e-mail: info@paris.nl