

PRIVACY POLICY OF WB WEBDESIGN

Version: 1.1 – Last updated: [1 january 2025]

This comprehensive privacy policy applies to WB Webdesign (hereinafter referred to as "we", "our", "WB Webdesign"), a service provider for telecommunications, hosting, domain registration, email services, SEO, and related digital services. By using our services, you acknowledge and agree to the terms outlined in this policy regarding the processing of personal data and the limited liability we provide.

1. Definitions and Scope

The following definitions are used in this privacy policy:

- **Personal Data:** Any information relating to an identified or identifiable natural person.
- **Data Controller:** WB Webdesign, the entity that makes decisions about the processing of personal data.
- **Processor:** Third parties that process data on our behalf, such as hosting providers, domain registration partners, payment processors, email providers, and other external vendors.
- **Data Subject:** The natural person whose personal data is being processed.
- **GDPR:** The General Data Protection Regulation (EU Regulation 2016/679), applicable since May 25, 2018, establishing rules for processing personal data within the European Union.

This privacy policy applies to all personal data we collect via our website, email, phone, or other communication channels, as well as for all services we provide, including but not limited to: hosting, domain registration, email services, SEO optimization, and other digital services.

2. Collection of Personal Data

WB Webdesign collects the following categories of personal data:

- **Identification Data:** such as name, company name, address, email address, phone number, KvK number, VAT number.
- **Contact Data:** such as email addresses, phone numbers, and other communication channels.
- **Financial Data:** such as bank account numbers, payment information, and billing details.
- **Technical Data:** such as IP addresses, browser information, operating system, geographical location, and usage of our website and services.
- **Domain-related Data:** such as domain names, registration details, contact information related to domains, and hosting settings.
- **Email-related Data:** such as email addresses, email settings, and other communication information.
- **SEO Data:** such as keyword strategies, content optimizations, analytical tools, and reports.

We collect this data directly from you when you use our services, fill out forms, contact us, or through other interactions with our website.

3. Purposes of Data Processing

WB Webdesign processes personal data for the following purposes:

- **Service Provision:** for the provision and maintenance of our services such as hosting, domain registration, email services, and SEO optimization.
- **Payment and Billing Processing:** for processing payments, issuing invoices, and handling financial administration.
- **Communication:** for contacting you regarding your services, invoices, support requests, newsletters, and other notifications.
- **Service Improvement:** for analyzing and optimizing the performance of our services using analytical tools and tracking technologies.
- **Compliance:** for complying with legal obligations such as tax reporting and legal requirements.

We process personal data only for the purposes for which they are collected, unless further processing is necessary for a compatible purpose.

4. Sharing Personal Data

WB Webdesign shares personal data with third parties in the following cases:

- **Service Providers and Partners:** we share personal data with third parties necessary for the execution of our services, such as hosting providers, telecommunications providers, domain registration partners, payment processors, email service providers, and SEO partners.
- **Legal Requirements:** we may share personal data when required by law, such as in response to court orders, government agencies, or other legal obligations.
- **Consent:** in other cases, we will ask for your explicit consent before sharing personal data with third parties.

WB Webdesign never sells your personal data to third parties and does not share personal data for direct marketing purposes without your explicit consent.

5. Storage and Security of Personal Data

WB Webdesign takes all reasonable measures to securely store personal data and prevent unauthorized access or loss. Personal data is stored on secured servers and is only accessible to authorized personnel or processors who handle data on our behalf.

- **Domain Registration Data:** we are not responsible for domain registration data or domain disputes involving third parties and accept no liability for such processes.
- **Email Services:** as a reseller of email services, we accept no liability for data loss, misuse, or incorrect email delivery.
- **Hosting Services:** we accept no liability for outages or data loss resulting from hosting issues, as we have limited control over the hosting environment.

We retain personal data only as long as necessary to comply with legal obligations and to provide the services we offer.

6. Your Rights Regarding Personal Data

You have the following rights regarding your personal data:

- **Right of Access:** you may request access to the personal data we process about you.
- **Right to Rectification:** you may request correction of inaccurate or incomplete personal data.
- **Right to Erasure:** you may request the deletion of your personal data, unless we are legally required to retain it.
- **Right to Restriction:** you may request restriction of the processing of your personal data.
- **Right to Object:** you may object to the processing of your personal data.

To exercise your rights, you may contact us using the contact details at the bottom of this policy.

7. Cookies and Tracking Technologies

Our website uses cookies and other tracking technologies to enhance user experience and optimize our services. Cookies collect information such as IP addresses, visited pages, and interactions with our website. You can adjust your browser settings to refuse cookies, but this may affect the functionality of our website.

8. Links to External Websites

Our website may contain links to external websites not governed by this privacy policy. WB Webdesign is not responsible for the privacy practices or content of such external websites.

9. Changes to the Privacy Policy

WB Webdesign reserves the right to update this privacy policy. Changes will be published on our website and will take effect as soon as they are posted. We encourage you to review this privacy policy regularly.

10. Questions?

If you have any questions about this privacy policy or how we process your personal data, you can contact us at:

+31 (0)85 369 50 18 or contact@legal.wb-webdesign.com

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