## **Privacy Policy**

Go Social Studios, located at Osdorpplein 89, Amsterdam, is responsible for the processing of personal data as described in this privacy policy.

#### **Contact Details**

Website: https://www.gosocialstudios.com

Address: Osdorpplein 89, Amsterdam

Email: info@gosocialstudios.com

KVK: 95048944

BTW: NL004565601B28

### **Personal Data We Process**

Go Social Studios processes your personal data because you use our services and/or because you provide this data to us directly. Below is an overview of the personal data we process:

- First and last name
- Email address

# Special and/or Sensitive Personal Data

Our website and/or service does not intend to collect data about visitors under the age of 16 unless they have permission from parents or a guardian. However, we cannot verify the age of visitors. We encourage parents to be involved in their children's online activities to prevent the collection of data without parental consent. If you believe we have collected personal data about a minor without such consent, please contact us at info@gosocialstudios.com, and we will delete the information.

### **Purpose of Processing Personal Data**

Go Social Studios processes your personal data for the following purposes:

- To respond to your inquiry
- To send our newsletter and/or promotional content
- To contact you by phone or email if necessary for service delivery
- To inform you about changes to our services or products
- To deliver services or products to you

### **Automated Decision-Making**

Go Social Studios does not make decisions based on automated processing that have legal or significant effects on individuals. We use standard website tools (such as WordPress) solely to manage our site and contact forms, without any profiling or decision-making automation.

#### **Data Retention Period**

Go Social Studios does not retain your personal data longer than necessary for the purposes it was collected.

We apply the following retention periods:

- **Contact form submissions:** kept for up to **12 months** after the last contact, unless further communication requires ongoing storage.
- Email correspondence related to services: retained for up to 7 years, as required by Dutch tax law and administrative regulations.

## **Sharing Personal Data with Third Parties**

Go Social Studios only provides data to third parties if this is necessary for the execution of our agreement with you or to comply with a legal obligation.

### **Cookies and Similar Technologies**

Go Social Studios uses only technical and functional cookies, as well as analytical cookies that do not infringe on your privacy. A cookie is a small text file stored on your computer, tablet, or smartphone when you first visit this website. These cookies ensure the website functions properly and remember your preferences. We also use them to optimize our website. You can opt out of cookies by configuring your browser settings to refuse cookies. Previously stored cookies can also be removed via browser settings.

## Accessing, Modifying, or Deleting Data

You have the right to access, correct, or delete your personal data. You also have the right to withdraw consent or object to the processing of your personal data by Go Social Studios. Additionally, you have the right to data portability, meaning you can request that we send your personal data to you or a third party in a readable file format.

To exercise these rights, please email us at info@gosocialstudios.com. To confirm your identity, please include a copy of your ID, with your photo, MRZ (machine-readable zone), ID number, and BSN blacked out. We will respond as quickly as possible, but always within four weeks.

If you believe we have not handled your data correctly, you have the right to lodge a complaint with the Dutch Data Protection Authority: <u>Autoriteit Persoonsgegevens</u>

#### **How We Protect Your Personal Data**

Go Social Studios takes the protection of your data seriously and implements appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure, and unauthorized modifications. If you believe your data is not properly secured or if there is evidence of abuse, please contact our support team at info@gosocialstudios.com