

## Privacy Statement

*In accordance with the General Data Protection Regulation (GDPR)*

*Version 1, May 2018*

---

### **About us**

*Minczeles Partners has been providing tax consultancy services for over 25 years. Our services to private individuals include filing tax returns and providing support in objection and appeal proceedings, and our business services include filling in turnover tax, income tax and social contributions returns. We also provide a unique multilingual service to French companies and private individuals based in the Netherlands, and to Dutch companies and individuals based in France.*

*We are a member of the Netherlands Register of Tax Advisers and the Netherlands Register of Estate Planners.*

### **Communication**

*Any data you disclose to us by filling in the contact form on our website or by communicating with us by phone or email will be used only to respond to your query.*

### **Which customer data do we collect?**

*We collect the personal data we need from you in order to keep in touch with you as we render the services you have requested, and to send you an invoice following the completion of our services to you. These personal data may include your name, company name, address, telephone number and email address.*

*We also collect the fiscal details relating to the services we render to you, such as your citizen service number and annual statements.*

*Any original documents you provide to us either on request or otherwise (such as annual statements), will be returned to you after use. Any copies of documents you provide to us will be destroyed after use.*

### **Retention periods**

*We will retain data in accordance with the statutory retention periods.*

### **Storage and security**

*Minczeles Partners is strongly committed to securing and protecting your personal data. We have taken appropriate technical and organisational measures to secure and protect your personal data against loss, alteration, misuse, unauthorised disclosure or access, and any other form of unlawful processing.*

## **Data sharing**

*Minczeles Partners has an obligation of confidentiality and will not share any data with any third parties, unless:*

- *we are required to do so in order to perform the services you have requested of us, such as filing your tax return or conducting objection or appeal proceedings;*
- *we are legally required to do so, for example under the Netherlands Money Laundering and Terrorist Financing (Prevention) Act, or under a court order;*
- *we engage a third party to perform all or part of the services you have requested of us. These third parties will also be bound by the same obligation of confidentiality, and will have entered into a processing agreement with us;*
- *you fail to pay our fee, in which case we may share your personal data and payment practices with a debt collection agency;*
- *Minczeles Partners is merged with or taken over by another company, in which case that merger or takeover partner will also be bound by the same obligation of confidentiality;*
- *we are acting in disciplinary, civil, arbitration, administrative or criminal proceedings on our own behalf, in which case data may be disclosed to the extent that they may, in our reasonable opinion, be relevant.*

## **Right of access, right to rectification, and right to object**

*As a customer, you may submit a written request to review the personal data we hold about you. We are required to respond to this request within the statutory period by providing you with an overview of those data. If you find that the overview we have provided contains any inaccuracies, you can send us a written request to change or correct the data. Our address is:*

*Minczeles Partners  
Privacy Matters  
PO Box 624  
4200 AP GORINCHEM  
Netherlands*

*In the unlikely event that we are unable to agree on a particular privacy matter, you can apply to the Netherlands Data Protection Authority (Autoriteit Persoonsgegevens), or you can, at your own cost, apply to a court of law.*

## **Controller**

*Minczeles Rijnsaardt B.V., doing business as Minczeles Partners  
Registered office: Dokter van Stratenweg 8, Gorinchem, Netherlands  
Phone: +31 183 62 64 76  
Email: [info@mpadvies.nl](mailto:info@mpadvies.nl)  
Website: [www.mpadvies.nl](http://www.mpadvies.nl)*

## **Updates**

*We reserve the right to update our privacy policy. Please check this page regularly for the latest version of our privacy policy.*