

Privacy Statement Hunter Legal

Personal data is processed in the context of the services provided by Hunter Legal. With regard to such processing of your personal data, Hunter Legal qualifies as the 'data controller' in the meaning of the [General Data Protection Regulation](#) (EU) 2016/679 ("GDPR"). The concept of 'personal data' includes all information about an identified or identifiable natural person.

In this Privacy Statement Hunter Legal wishes to inform you among others about the use of your personal data as well as your privacy rights. Please do not hesitate to contact Hunter Legal should you have any additional questions. You will find Hunter Legal's contact details below:

Hunter Legal
Willemsstraat 184
1015 JE Amsterdam
The Netherlands
+31 (0)6 43 03 51 56
fc@hunterlegal.nl

Which personal data does Hunter Legal process?

Clients

Hunter Legal processes the following (categories of) personal data of **clients** and their contact persons:

- Name and address details (name, first names, initials, titles, gender, address, postal code, residence) as provided by the client;
- Other contact details (telephone number, e-mail address and similar data required for communication) as provided by the client;
- Data relating to the handling of a case or the settlement of a dispute, including data concerning the counterparty and third parties, as provided by the client, a counterparty and/or a third party or obtained from a public source (such as the Commercial Register, the Chamber of Commerce and the Land Register), see also below under "Third parties";
- Data for the purpose of calculating and recording fees and expenses, making payments and recovering claims, including the bank account number provided by the client;
- Other data of clients of which the processing is required by or necessary to comply with applicable laws or regulations, the Legal Profession Bye-law and the Code of Conduct for Lawyers, such as, under certain circumstances, the processing of certain data relating to proof of identity and the maintenance of a former client list.

Suppliers

Hunter Legal processes the following (categories of) personal data of persons from whom Hunter Legal purchases products or services or who work for these **suppliers**:

- Name and address details (name, first names, initials, titles, gender, address, postal code, residence) as provided by the supplier;

- Other contact details (telephone number, e-mail address and similar data required for communication) as provided by the supplier;
- Data for the purpose of placing orders or purchasing services; calculating and recording fees and expenses and making payments, including the bank account number as provided by the supplier;
- Other data of suppliers of which the processing is required by or necessary to comply with applicable laws or regulations.

Third parties

Hunter Legal processes (categories of) personal data of **third parties** (such as persons who are not clients and of whom personal data can be found in our records, lawyers and other advisors with whom Hunter Legal is in contact):

- Name and address details (name, first names, initials, titles, gender, address, postal code, residence), as far as known to Hunter Legal;
- Other contact details (telephone number, e-mail address and similar data necessary for communication), as far as known to Hunter Legal;
- Data relating to electronic messages originating from or intended for third parties and data required to maintain contact with these third parties;
- Other data from third parties obtained from public sources or provided to Hunter Legal by clients, counterparties or third parties in connection with the handling of a case or the settlement of a dispute.

On the basis of which legal processing grounds and for which purposes does Hunter Legal process your personal data?

Hunter Legal processes your personal data on the basis of one or more of the following legal processing grounds:

- a) If this is necessary for the performance of an agreement to which you are a party or to perform precontractual acts at your request;
- b) If this is necessary to comply with statutory obligations;
- c) If this is necessary to justify our legitimate interests or the interests of a third party;
- d) Your consent.

If Hunter Legal processes your personal data on the basis of your consent, Hunter Legal will ask you for it separately. You may withdraw your consent at any time. Hunter Legal draws your attention to the fact that the withdrawal of your consent does not affect the lawfulness of the processing of your personal data prior to the withdrawal of your consent.

Hunter Legal uses the above personal data for the purposes stated below, in respect of which we have indicated for each purpose on the basis of which of the abovementioned legal processing grounds (a through d) Hunter Legal does so. If the processing is based on the principle of 'legitimate interest', we briefly explain this interest. If you have any specific questions in this respect, please do not hesitate to contact us.

Purposes with corresponding processing grounds:

- to provide the requested legal services, including identifying the client and performing a conflict check to avoid a conflict of interest (*a, b and c: being able to offer and improve our services, compliance with the Legal Profession Bye-law and the Code of Conduct for Lawyers*);
- for the administration of Hunter Legal, including the calculation or recording of fees or benefits, income and expenses, the payment and collection of claims (including the use of collection agencies or bailiffs) (*a, b and c: the importance of keeping proper records*);
- to be able to deal with any complaints and disputes about the service (*a, b and c: to defend rights, to maintain and improve existing relationships by means of proper handling of complaints, to improve the quality of the service and to comply with the Legal Profession Bye-law*);
- to maintain contact and communicate with you; (*a, b, c: the interest in bringing Hunter Legal's services to the attention of existing clients*);
- for placing orders or purchasing services (*a, b and c: our interest in being able to keep proper records*);
- for conducting audits and other internal controls (*a, b and c: our interest in being able to keep proper records*);
- to comply with our legal and statutory obligations including the Legal Profession Bye-law and the Code of Conduct for Lawyers (*b, c: the interest of being able to meet these obligations*).

To whom does Hunter Legal provide your personal data?

Hunter Legal does not provide your personal data to third parties ('recipients' within the meaning of the applicable privacy legislation), unless this is necessary for the proper performance of the purposes set out in this Privacy Statement, if the law requires us to do so or if you have provided your consent to this end. The third parties to whom the personal data are made available are obliged to handle your personal data confidentially. If these parties qualify as a 'data processor' within the meaning of the applicable privacy legislation, Hunter Legal will ensure that a data processing agreement is concluded with these parties, which complies with the requirements included in the GDPR.

Hunter Legal can share personal data of **clients, suppliers and third parties** with:

- Suppliers (for example software suppliers, bailiffs, courier services, translation agencies, accountants, etc);
- The external complaints officer (mr. B. van Drunen, [VDDB advocaten](#));
- Counterparties, other lawyers or advisors in the context of the provision of services;
- With Hunter Legal's legal successors if Hunter Legal is acquired by or merged with another company, for example through bankruptcy and also with third parties involved in such proposed or actual business transaction;
- Courts and government institutions;

- Other parties, such as regulators and other authorities where required by law or with your consent.

In order to provide our services, Hunter Legal might need to transfer your personal data to a recipient in a country outside the European Economic Area with a lower degree of protection of personal data than the European law offers. In that case, Hunter Legal will ensure that such a transfer of personal data is in accordance with the applicable laws and regulations, for example by concluding a model contract prepared and approved for that purpose by the European Commission and will assess whether any additional measures are necessary to guarantee an appropriate level of protection of your personal data. Please do not hesitate to reach out to Hunter Legal if you wish to receive more information about the appropriate or suitable safeguards in place for data transfers outside of the European Economic Area or if you would like to obtain a copy of them.

How long does Hunter Legal retain your personal data?

Hunter Legal does not retain your personal data in an identifiable form for longer than is necessary to achieve the purposes included in this Privacy Statement. More specifically, Hunter Legal applies the following retention periods:

- The files of the cases handled by Hunter Legal will be kept in accordance with the [Archiving Manual of the Netherlands Bar Association](#) for at least five years (and longer if required by law).
- The personal data that are processed in the context of the Office Complaints Procedure will be removed no later than two years after the complaint and/or the legal proceedings arising from it have been dealt with.
- Personal data that must be kept on the basis of Article 52 of [the Dutch State Taxes Act](#) will be kept for 7 years (from the end of the year in which the data in question have lost their current value for the (tax-) related business operations) in connection with the tax retention obligation incumbent on Hunter Legal pursuant to Article 52(4) of the Dutch State Taxes Act.

The abovementioned specific retention periods can be extended if statutory retention obligations apply or will become applicable. Hunter Legal may also retain the personal data for a longer period of time if this is necessary for the handling of incidents and/or legal disputes.

Security

Hunter Legal has taken appropriate technical and organisational measures to secure your personal data against unauthorised or unlawful processing and against loss, destruction, damage, modification or publication. If you have any questions about the security of your personal data, or if you suspect or see signs of misuse, please contact Hunter Legal via fc@hunterlegal.nl.

Your privacy rights

You have the following rights in respect of the processing of your personal data by Hunter Legal:

- the right to request whether Hunter Legal processes your personal data and if so, the right to access your personal data and to receive information about the processing of your personal data;
- the right to rectification of your personal data if these are incorrect or incomplete;
- the right to have your personal data deleted ('right to be forgotten');
- the right to object to the processing of your personal data or to limit the processing of your personal data;
- the right to withdraw your consent for the processing of your personal data, if the processing is based on your consent;
- the right to receive or surrender your personal data to a third party appointed by you in a structured, customary and machine-readable form ('right to data portability').

Hunter Legal does not use automated decision-making within the meaning of Article 22 GDPR.

To exercise your rights, you can contact Hunter Legal via fc@hunterlegal.nl or by post via:

Hunter Legal
Willemsstraat 184
1015 JE Amsterdam
The Netherlands

In order to prevent that Hunter Legal discloses information to the wrong person, Hunter Legal can ask you for additional information to verify your identity. In principle, Hunter Legal will inform you of whether Hunter Legal can comply with your request, within one month after receipt. In specific cases, for example when it concerns a complex request, this term may be extended by two months. Hunter Legal will inform you of such an extension within one month after receiving your request. On the basis of the applicable privacy legislation, Hunter Legal can refuse your request under certain circumstances. If this is the case, Hunter Legal will explain to you why. You can find more information about your privacy rights on the website of the [Dutch Data Protection Authority](#).

Complaints

If you have a complaint about the processing of your personal data by Hunter Legal, we will be happy to work together to find a solution. If this does not lead to the desired result, you will have the right to file a complaint with the competent supervisory authority. In the Netherlands, this is the [Dutch Data Protection Authority](#). If you live or work in another country of the European Union, you can file a complaint with the supervisory authority of that country.

Amendments

This Privacy Statement was last amended on **23 May 2021**. Hunter Legal reserves the right to amend this Privacy Statement. The most recent version of this Privacy Statement will always be posted on the website <http://www.hunterlegal.nl>. If substantial amendments are made that could have a significant impact on one or more of the data subjects involved, Hunter Legal will try to inform these data subjects of this directly.