



Privacy and cookie statement

This privacy and cookie statement was last amended on 1 May 2021.

Dear visitor,

We, Lynn Legal B.V., have written this privacy and cookie statement in order to make clear to you that we take privacy and all personal data that we come into contact with very seriously. For this reason, the personal data we collect as part of Lynn Legal are carefully processed and secured. In doing so, we comply with privacy legislation, including the General Data Protection Regulation (GDPR).

The purpose of this statement is to inform you about our privacy and cookie policy. If you have any questions or would like more information, please contact Lynn Legal B.V on +31 (0)20 229 33 45 or at info@lynnlegal.ai.

Purposes of data processing:

Reviewing documents

We process your personal data for the purpose of reviewing documents (confidentiality agreements and data processing agreements). To this end, we process your name, email address, company name and related correspondence.

We use these data because they are required for the screening. We keep the data for as long as is necessary for the proper performance of our services and agreements. We then destroy them, unless we are legally obliged to keep them for a longer period.

Your account

In order to use certain parts of our service, you must register first. We ask that you provide information about yourself, such as your name and position. You can choose a password and create a username by providing an email address. We use these data to create an account for the Lynn Legal Portal (Portal), which you can use to log in. Within the Portal, you can manage the reviewed contracts, create and complete tasks and monitor the progress of Lynns reviews.

We use these data because they are necessary for the execution of the contract that we have concluded with you or your employer. In order to be able to execute this contract, we need to process login data. If you object to this, please contact us or your employer.

We store this information until you cancel or your employer cancels the account.

Contact form and newsletter

You can use the contact form on our website to ask questions, make requests, subscribe to our newsletter, ask for information and to register your organisation for the Portal.



In order to contact you and accept your request to contact you (execution of the contract), we ask for your name, company name, business email address and your telephone number. You can also add a message in the comments box, in which you may mention other personal data. We store this information for up to one year after our last contact with you.

Sharing your data with other companies or institutions (third parties)

We do not share your personal data with other companies or institutions, except if we are legally obliged to do so (for example, if the police demand this in the event of suspected crime), if we have agreed this with you or if it is necessary for the execution of the contract, if you have given your consent or if we have a legitimate interest in doing so. In order to execute the contract, we make use of the services of at least the following vendors:

- ICT suppliers
- The provider of our telecommunication services
- The party that sends our newsletters and other marketing-related emails
- The parties that supply our cookies (see below)

We have concluded a processing agreement with these parties.

Some of these suppliers, with whom we have concluded a model contract, are based in the United States. This concerns the following supplier: Google.

Cookies

We use cookies on our website and throughout the Portal. A cookie is a simple small file that is sent along with pages of this website and stored by your browser on the hard disk of your device (PC, tablet or smartphone), so that we can recognise you. We use the following cookies:

- Functional cookies: these are cookies that are technically necessary for our website to function properly.
- Analytical cookies: these are cookies that collect information about the quality or effectiveness of our website in order to improve it. Insofar as applicable, these cookies are only placed after your consent.

Service	Nature/purpose	Type/name	Expires after	Placed by
Google Analytics	Analytical (set in a completely privacy-friendly way)	_gat _ga _gid	Per session 12 months Per session	Google LLC, based in the USA, and Privacy Shield certified.
Enable Portal	Functional	juriblox_ session	Per session	Juriblox B.V., based in the Netherlands.



We have entered into agreements with other companies that place cookies about the use of the cookies and the information that they obtain from them. However, we do not have full control of what they do with the cookies. If you consider this important, you should also read their privacy statements and click on the various information links.

Click behaviour and visitor data

When you use our website, we obtain general visitor data. The website uses functional cookies for the duration of the session to remember that you are logged in. Furthermore, analytical cookies process the IP address of your computer, the time you access the website and any data that your browser sends. We use these data to perform statistical analyses of visitor and click behaviour on the website. We also use them to optimise the website's functioning. We try to pseudonymise or anonymise these data as much as possible. They are not passed on to third parties who might use them for their own purposes.

We use the data for our legitimate interest in monitoring and improving our website, but also on the basis of your consent. This consent is requested during your initial visit to our website.

Enabling and disabling cookies

You can set your browser to accept the storage of cookies only if you agree to do so. Please consult the manual of your web browser for more information on this. Please note that many websites will not function optimally if you have disabled cookies.

Retention periods and deletion of cookies

Most cookies have an expiry date. This means that they expire automatically after a certain period and no longer record any data after your website visit. You may also opt to delete cookies manually before the expiry date has lapsed. Please consult the manual of your browser for more information on this.

Security

We take appropriate security measures to limit and prevent the misuse of, and any unauthorised access to, your personal data, thereby ensuring that only the necessary parties have access to the data, that access to the personal data is protected and that our security measures are regularly checked. Among other things, we take the following security measures:

- Logical access control on our laptops and systems, using passwords
- Physical measures for access protection, including access chips and camera security in our office building
- Logging within our Portal
- Encryption (encoding) of digital files
- Organisational measures for access protection
- Protection of network connections via Transport Layer Security (TLS) technology
- Purpose-specific access restrictions and data storage within the EU



Complaints: Dutch Data Protection Authority

We are of course happy to assist you with any complaints about our use of your personal data. In addition, you have the right to lodge a complaint with the Dutch Data Protection Authority if you are not satisfied or if we are unable to resolve the complaint with you.

Changes to this privacy and cookie statement

Lynn Legal B.V. reserves the right to amend this privacy and cookie statement. Any changes will be published on our website. You should therefore check this privacy and cookie statement regularly to ensure that you are aware of these changes.

Rights of data subjects

If you have a relationship with our company, you are entitled to inspect your personal data upon written request. If the data we have provided contain inaccuracies, you may request in writing that we change or remove the data in question. If you have any questions regarding what personal data we have collected from you, please do not hesitate to get in touch. See the contact details below.

Under the GDPR, you also have the right to:

- receive an explanation of which personal data we have collected from you and how we use those data;
- access the specific personal data that we have collected;
- have errors corrected or inaccuracies or omissions completed;
- have obsolete personal data removed;
- withdraw your consent;
- object to a specific use;
- have data transferred to a third party;
- restrict the processing of your data (temporarily or otherwise).

Should you wish to exercise any or all of these rights, please always ensure that you make your identity clearly known, so that we in turn can ensure that we do not modify or delete the data of the wrong person.

In principle, we will comply with your request within 30 days. However, this term may be extended for reasons relating to the specific rights of data subjects or the complexity of the request. If we extend this term, we will inform you in good time.

In addition, you can notify us if you do not wish to be contacted with information on our products and services by writing to us at the following address:

Lynn Legal B.V.

Jollemanhof 8b
1019 GW Amsterdam

Tel.: +31 (0)20 229 33 45
Email: info@lynnlegal.ai

Chamber of Commerce no.: 66244501