

# Privacy Statement

InvoiceComplete is a service offered by Emendis B.V.

We are aware that you place your trust in us. We therefore see it as our responsibility to protect your privacy. On this page, we tell you what information we collect when you use our website, why we collect it and how we use it to improve your user experience. This way you will understand exactly how we work.

This privacy policy applies to the services of Emendis B.V.. You should be aware that Emendis B.V. is not responsible for the privacy policies of other sites and sources. By using our website, you signify your acceptance of the privacy policy.

Emendis B.V. respects the privacy of all users of its site and ensures that the personal information you provide is treated confidentially.

## Use of our Services

When you sign up for one of our services, we ask you to provide personal data. This data is used to be able to carry out the service. The data is stored on Emendis B.V.' own secure servers or those of a third party. We will not combine this data with other personal data we have.

## Communication

When you send e-mail or other messages to us, we may keep those messages. Sometimes we will ask you for your personal data relevant to the situation at hand. This makes it possible for us to process your questions and answer your requests. The data is stored on Emendis B.V.'s own secure servers or those of a third party. We will not combine this data with other personal data we have.

## Cookies

We collect data for research purposes in order to better understand our customers and tailor our services accordingly.

This website uses "cookies" (text files placed on your computer) to help the website analyse how users use the site. The information generated by the cookie about your use of the website may be transmitted to Emendis B.V.'s secure servers or those of a third party. We use this information to track how you use the website, to compile reports on website activity and to provide other services relating to website activity and internet usage.

## Purposes

We do not collect or use information for purposes other than those described in this privacy policy unless we have obtained your prior consent.



## Third parties

The information is not shared with third parties. In some cases, the information may be shared internally. Our employees are obliged to respect the confidentiality of your data.

## Changes

This privacy statement is tailored to the use of and the possibilities on this site. Possible adjustments and/or changes to this site may lead to changes in this privacy declaration. It is therefore advisable to consult this privacy declaration regularly.

## Choices for personal data

We offer all our visitors the opportunity to view, change, or delete all personal information provided to us at that time.

## Unsubscribe from newsletter service

At the bottom of every automatically sent mailing you will find the option to unsubscribe.

## Adjusting/unsubscribing communication

If you want to change your data or remove yourself from our files, please contact us. See contact details below.

## Disabling cookies

Most browsers are initially set up to accept cookies, but you can reset your browser to refuse all cookies or to indicate when a cookie is being sent. However, some features and services, on our and other websites, may not function correctly if cookies are disabled in your browser.

## Questions and Feedback

We regularly check our compliance with this privacy policy. If you have any questions about this privacy policy, please contact us at:

(0318) 742 583  
info@emendis.nl

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