## Privacy policy

This is the privacy statement for NVG productions. Here you can read how I handle your data. This statement applies to all services of NVG productions.

NVG productions offers various services, such as theater workshops, theater productions, writing scripts, related design, acting, speaking, camera, directing, editing, making AV video film productions and directing these.

Chamber of Commerce: 70168350

Contact person: N. van Gelder, you can contact me via the contact form on my website

The personal data that I collect is: - details that are entered on the contact form to contact me. - Data required for invoicing. - Data necessary for carrying out the job, eg visual material, voice material, scenarios, etc. These will be discussed below.

The details of the contact form (name, e-mail address) will only be used to answer your question and will not be kept longer than necessary for a good business contact. The time for this depends on the situation. I can not prevent that the data entered on the contact form also ends up on the server of my web host, but also with this party I have a firm contract about personal data that complies with the legislation.

Data required for invoicing and proper administration is stored and stored as long as necessary for the tax authorities (7 years). The customer is obliged to provide this information.

For material used in an assignment, such as recorded images, voice, etc, you must sign a contract before starting the assignment, that clearly states what the material is used for and how long it will be saved.

Personal data is not sold, rented or otherwise provided to third parties, unless necessary and with the permission of the customer. And even then it is checked whether your data is processed securely by the third party.

Every customer has legal rights:

- Right of insight
- Right to rectification
- Right to submit a complaint via the Dutch Data Protection Authority.
- Right of transferral
- Right to stop the use of data

Security: All my work is secured with secure passwords, that also applies to my website. I use extra virus scanners.