

Privacy Statement

Ceilux is concerned about your privacy. We treat the personal data we collect from you on a safe and confidential manner. This privacy statement specifies the general policy with respect to the data collection and protection.

Every time we deal with your personal data, we do so in accordance with the provisions of General Data Protection Regulation and the Belgian Law of 8 December 1992 relating to the processing of personal data.

1. Who is responsible for processing?

Your personal data will be processed by Ceilux, with its registered office at IP De Bruwaan 28, 9700 Oudenaarde and who may be contacted at the following mail address: info@ceilux.com.

2. For what reasons are your data being processed?

Ceilux can use your personal data for:

- Processing orders
- Making, sending and following up on offers
- The communication with clients for support, invoicing and debt collection
- The financial and staff administration
- Acquisition of new clients and other marketing purposes
- Statistical purposes

3. From what sources does your data come from?

Ceilux acquires personnel data through the following channels:

- We process the data that you provides us with
- We process data we received on you from third parties (online databases we have subscriptions on)

4. Who do we pass your data on to?

Your data is processed mainly internally. Your data will not be sent to organisations outside the European Union.

Certain personal data that we process can be shared with third parties with whom an agreement has been concluded:

- Transmission of data to our IT-provider
- Transmission of data to our providers of accounting and CRM software
- Transmission of data to our webhost
- Transmission of data to our provider of e-mailmarketing
- Transmission of data to our logistical partners

5. How long will your data be stored and processed?

Ceilux commits itself not to store your personal data longer than necessary to carry out the activities.

6. What rights do you have as the person concerned?

You are able to inspect the data in accordance with the law. Incorrect information will be corrected at your request.

To do this, you can send a request to info@ceilux.com, accompanied by a copy of your identification.

If you no longer wish to receive our newsletter, you can unsubscribe at any moment by clicking the “unsubscribe” button underneath the newsletter.

Given that our processing of your data is based on your consent that we do so, you also have the right to delete certain data. You also have the right to restrict the processing of a certain data or object to certain processing.

You have the right to obtain your data or to transfer them to a new processing manager.

7. Security and Confidentiality

We undertake to keep your personal data confidential and have established security procedures aimed to avoid any loss, abuse or alteration to this personal data.

8. Automated decision-making

We do not make automated decisions based on the personal data you provide

9. Questions or complaints?

Should you have any questions or comments, please contact us at the following email address: info@ceilux.com.

Should you have any complaints, please contact the Data Protection Authority.