

PRIVACY STATEMENT of J.B. Leidparro B.V. Joint Forces Legal

1. Introduction

J.B. Leidparro B.V. also trading under the name Joint Forces Legal (hereinafter referred to as “Joint Forces Legal”) is aware that you provide it with personal data and information. Joint Forces Legal realises that you place your trust in it and sees it as its responsibility to handle your personal data with care. Joint Forces Legal respects your privacy. Your personal data is treated carefully and confidentially in compliance with applicable laws and regulations, in particular the General Data Protection Regulation (*‘Algemene Verordening Gegevensbescherming’*, hereinafter referred to as the “GDPR”) and the guidelines of the Dutch Personal Data Authority (*‘Autoriteit Persoonsgegevens’*).

This Privacy Statement and Cookie Statement (hereinafter referred to as the “Privacy Statement”) explains how Joint Forces Legal collects and uses your personal data and for what purpose. With this Privacy Statement Joint Forces Legal also wishes to inform every visitor to its website(s) (which includes www.jflegal.nl) which personal data are processed and why.

2. General

- 2.1 Joint Forces Legal respects your personal data and ensures that personal information provided to us or otherwise obtained by us is treated confidentially.
- 2.2 Personal data refers to any (traceable) information about a person. Data that indirectly says something about someone is also personal data.
- 2.3 We process personal data that you provide to us yourself. We also process personal data obtained from other sources, such as the trade register (*‘Handelsregister’*) of the Dutch Chamber of Commerce (*‘Kamer van Koophandel’*) or a similar register in the country of establishment, the Land Registry (*‘Kadaster’*) and other public or non-public registers and public sources (e.g. social media platforms such as LinkedIn).
- 2.4 This Privacy Statement implements the obligation to inform (*‘informatieplicht’*) the data subject(s) whose personal data Joint Forces Legal processes as laid down in the GDPR to.
- 2.5 If you would like to know what personal data we process about you please feel free to contact us.

3. Data controller (*‘verwerkingsverantwoordelijke’*) and communication

- 3.1 Joint Forces Legal processes personal data in order to offer services, to improve its services and to communicate personally with you as a data subject.
- 3.2 The data controller within the meaning of the GDPR for the personal data is Joint Forces Legal.

3.3 Joint Forces Legal is a data controller within the meaning of the GDPR for the processing of personal data in the following situations:

- The processing of personal data of the client (within the framework of the client relationship) and potential clients respectively the representatives, employees, persons and contact persons involved;
- The processing of personal data of parties who are, may or may not wish to be in a legal relationship with a client or another affected party and the representatives, persons and contact persons involved;
- The processing of personal data of third parties whose data appears in the files handled by Joint Forces Legal, such as counterparties and other lawyers and other advisors;
- The processing of personal data of suppliers, service providers and (other) business relations (within the framework of the business relationship) or potential business relations and the representatives, persons and contact persons involved;
- The processing of personal data of employees of Joint Forces Legal and applicants applying for employment with Joint Forces Legal;
- The processing of personal data of visitors of the website(s) of Joint Forces Legal (which includes www.jflegal.nl);
- The processing of personal data of recipients of promotions, newsletters and commercial emails of Joint Forces Legal;
- The processing of any other personal data relating to individuals who contact Joint Forces Legal.

3.4 For the evaluation of our services, Joint Forces Legal may engage a third party. You, as data subject, make your own choice to participate in this and leave personal data for this purpose.

4. From whom we process personal data

We process personal data of the data subjects mentioned below. In addition, we process personal data of third parties who are or will be involved in our services, such as representatives, counterparties of our clients, (other) parties to a legal relationship, agreement or deed, other service providers involved (such as notary, bailiff, legal service providers in other jurisdictions, translators, et cetera), relatives of parties when legally relevant and, when relevant, contact persons of the aforementioned data subjects.

- **Potential clients** | Potential clients and the representatives, persons and contact persons involved;
- **Clients** | Clients and their associated representatives, persons and contact persons involved;
- **Involved parties/third parties** | Parties who are, may or may not wish to be in a legal relationship with a client or another involved party and the representatives, persons and contact persons involved, as well as third parties whose data appear in the files handled by Joint Forces Legal, such as counterparties and other lawyers and other advisors;
- **(Potential) business relations** | Suppliers, service providers and (other) business relations or potential business relations and the representatives, persons and contact persons involved;
- **Website visitors** | Visitors to the website(s) of Joint Forces Legal (which includes www.jflegal.nl);
- **Employees** | Employees of Joint Forces Legal;
- **Applicants** | Applicants applying for employment with Joint Forces Legal.

5. Purpose of processing personal data

Joint Forces Legal processes personal data exclusively for the purposes mentioned below:

- **Correspondence & contact** | To maintain contact with all our (potential) clients and other parties involved as part of our services and work to be carried out;
- **Providing services** | To provide clients with our legal services (including performance of an agreement, representation of our client's interests and conducting (legal) proceedings);
- **Providing services** | To provide our (potential) clients with other (legal) services, such as advice, mediation and referral;
- **Accounting, Invoicing & Accounts Receivable Management** | To invoice the services rendered and work carried out by us via invoices and to collect such invoices;
- **Client acceptance & 'client monitoring'** | To comply with our legal obligations under the Legal Profession Bye-Law ('*Verordening op de Advocatuur*') and the Dutch law against money laundry and financing of terrorism ('*Wet ter voorkoming van witwassen en financiering van terrorisme*', hereinafter referred to as "Wwft"), such as conducting 'client research' and 'client monitoring';
- **Other statutory obligations** | To comply with our other legal and statutory obligations;
- **Conflict of interest check** | Your data may be used in the context of new cases to check for a possible conflict of interest. To this end, we use only the necessary data to verify this;
- **Marketing, Communication & Relationship Management** | For the purpose of marketing and communication activities to manage relationships with clients and other relations and to, for example as a thank you, send promotional gifts and/or cards or messages;
- **Direct marketing** | To approach (potential) clients and business relations with information which, we believe, is or could be of interest to them;
- **Recruitment & Selection** | For the purpose of recruitment and selection (job applications);
- **Website** | To understand how visitors to the website(s) of Joint Forces Legal (which includes www.jflegal.nl) use the website(s);
- **For the legitimate interest of Joint Forces legal** | When necessary for Joint Forces Legal and your fundamental rights ('*fundamentele rechten*') are not overruled by such interests. These legitimate interests include organising our internal operations, handling our business, ensuring proper administration, quality assessment and the like.

6. What personal data are processed?

6.1 Which personal data Joint Forces Legal processes from you depends on the relationship you have with Joint Forces Legal. Joint Forces Legal processes - to the extent necessary and applicable - the following (types or categories of) personal data for the purposes mentioned above in article 5 (including for the purposes of providing its services) or provided by the data subject on his/her own initiative:

- **Identity data** | Including name, surname, date of birth, gender, marital status, passport number or identity card number and a copy of identification document (without recognisable passport photo or BSN number respectively);

- **Professional information** | Your title(s), your employer and your position;
- **Company details** | Such as statutory name, trade names, Chamber of Commerce number ('*kvk-nummer*') or similar registration number in the country of establishment, registered office, activities, director(s), shareholder(s) and ultimate beneficial owners;
- **Contact details** | Such as visiting address, postal address, billing address, e-mail address(es), telephone number(s) and other addresses and personal id(s) for electronic communications;
- **Financial data** | Such as VAT number, bank account number(s) and payment details;
- **Personal information relevant to the assignment and/or legal proceedings** | Any other personal data and personal information that is or may be relevant in the context of an assignment to be performed and/or legal proceedings to be conducted;
- **HR data** | This concerns work or employment-related data, such as curriculum vitae, employment agreement, internship agreement, data for recruitment and selection procedures;
- **Website usage data** | Data concerning your visit to the website(s) of Joint Forces Legal and the use of the information, blogs and forums made available thereon;
- **Other Personal Data** | Any other personal data and personal information provided to Joint Forces Legal or which Joint Forces Legal may obtain in connection with the purposes and on the basis of the grounds as set out in this Privacy Statement.

6.2 The aforementioned personal data are processed by Joint Forces Legal because they have been provided by you as a data subject on your own initiative within the framework of the purposes mentioned above in article 5 (including for the purposes of the services to be provided by Joint Forces Legal), have been made known to us by third parties (including counterparties) or have become known through public sources.

7. Basis of processing personal data

Joint Forces Legal processes the personal data referred to above exclusively on the grounds set out below as referred to in article 6 of the GDPR:

- fulfilment of statutory obligation;
- execution of an agreement;
- consent obtained from data subject(s);
- legitimate interest.

8. Sharing personal data with third parties

Joint Forces Legal only shares your personal data with third parties to the extent necessary for the provision of services in accordance with the above-mentioned purposes.

In the first place, this could include the deputising of the practice ('*waarneming van de praktijk*') by another lawyer, but also engaging an accountant, notary, (court) bailiff, foreign legal service providers, and engaging a third party for the purpose of a second opinion or (having) an expert investigation carried out, having an expert report drawn up, and providing your data to third parties in connection with (legal) proceedings and correspondence with the other party.

Secondly, this may include engaging another third party on behalf of and on the instructions of Joint Forces Legal, such as an IT supplier, a website administrator, an accountant, a company for external archiving of paper files, a company for destruction of externally archived paper files and supplier of business gifts. A Data processing Agreement (*'verwerkersovereenkomst'*) will be concluded with the third party that processes your personal data on behalf of and on the instructions of Joint Forces Legal, as a result of which that third party is also obliged to comply with the GDPR.

In addition Joint Forces Legal may, in the third place, inter alia, provide personal data to a third party, such as a regulator (*'toezichthouder'*) or another authority vested with public authority, insofar as there is a (statutory) obligation to do so.

All third parties engaged by Joint Forces Legal who offer services as data controller (*'verwerkingsverantwoordelijke'*) are themselves responsible for compliance with the GDPR for the (further) processing of your personal data.

9. Personal data security

- 9.1 Joint Forces Legal attaches great importance to the security and protection of your personal data. Joint Forces Legal takes appropriate measures to prevent loss, abuse, unauthorised access, unwanted disclosure and other undesirable acts with personal data as much as possible. Taking into account the state of the art, Joint Forces Legal will ensure appropriate technical and organisational measures to ensure a security level appropriate to the risk.
- 9.2 In the event that Joint Forces Legal makes use of the services of third parties (such as an IT-supplier, a website administrator, an accountant, a company for external archiving of paper files, a company for destruction of externally archived paper files and supplier of business gifts), Joint Forces Legal will, within the framework of the protection of personal data, lay down agreements regarding adequate security measures in a data processing agreement (*'verwerkersovereenkomst'*).

10. Retention period personal data

- 10.1 Joint Forces Legal does not retain personal data that is processed for longer than is necessary for the aforementioned purposes of data processing or is required under laws and regulations. The retention periods may possibly be shortened if you indicate that you want us to delete your personal data and we may comply with that request.
- 10.2 In certain cases, we are required by statutory regulation (*'wettelijke regeling'*) or by rules of conduct and professional regulations (*'gedrags- en beroepsregels'*) to retain your personal data for a certain period of time. Different retention periods may overlap, in which case the longest retention period applies.
- 10.3 In principle, the following retention periods apply to the following categories of personal data:
- Personal data that we are required to retain under the Wwft we will retain at least in accordance with the Wwft;
 - Personal data in files we will retain at least twenty (20) years after archiving the file, due to statutory limitation periods;

- Personal data that we are required to retain for tax purposes we retain in accordance with the Dutch General Tax Act ('*Algemene wet inzake Rijksbelastingen*') at least seven (7) years after the end of the calendar year to which the data relates.

11. Privacy rights of data subjects

- 11.1 Under the privacy legislation, you have the right to inspect ('*inzien*'), correct ('*corrigeren*'), supplement ('*aanvullen*'), delete ('*verwijderen*') or block ('*afschermen*') your personal data. In addition, you have the right to withdraw your consent, if any, to data processing and to object to the processing of your personal data by Joint Forces Legal. Furthermore, you have the right to data portability ('*dataportabiliteit* / '*overdraagbaarheid van gegevens*') and the right to restrict the processing of personal data.
- 11.2 A request for inspection ('*inzage*'), correction ('*correctie*'), restriction ('*beperking*'), opposition/objection ('*verzet/bezwaar*'), data portability ('*dataportabiliteit*' / '*overdraagbaarheid van gegevens*'), deletion ('*verwijdering*') of your personal data or withdrawal of previously given consent, can be sent to us in writing or by email using the following contact details:
- Joint Forces Legal
Attn: Mr. J. Ph. Nikkels van der Veen
P.O. Box 23526
3001 KM Rotterdam
The Netherlands
vanderveen@jflegal.nl
- 11.3 Joint Forces Legal will only process requests which relate to the personal data of the person making the request. In order to make sure that the request comes from you personally, we would like to ask you to enclose a copy of a valid identity document (passport, identity card or driving licence). In this copy of the valid identity document, you can hide the passport photo and your BSN number to protect your privacy.
- 11.4 You will receive further notice from us within four (4) weeks of receiving your request.
- 11.5 There may be circumstances in which Joint Forces Legal cannot or cannot fully comply with your request as a data subject. These include among other things the duty of confidentiality of lawyers and statutory retention or limitation periods.
- 11.6 If you have any complaints about how we handle your personal data, please contact us. These complaints are subject to the complaints procedure of Joint Forces Legal, which can be found on the website of Joint Forces Legal (www.jflegal.nl).

12. Statistics and cookies

- 12.1 Joint Forces Legal collects usage data of the website(s) for statistical purposes. The personal data collected in this way is in principle anonymous and will not be sold by Joint Forces Legal to third parties.

- 12.2 In order to increase the ease of use of the Joint Forces Legal website(s) 'cookies' are used. A cookie is a small text file that is placed on, for example, your computer, tablet or smartphone during your visit to the website(s) of Joint Forces Legal. On the website of the Dutch Authority Consumer and Market ('Autoriteit Consument en Markt') (<https://www.consuwijzer.nl/telecom-post/internet/privacy/uitleg-cookies>) you can read more about cookies and how to block or remove them.
- 12.3 The website(s) of Joint Forces Legal uses functional cookies, such as for example 'session cookies' and 'comment cookies'. These cookies are necessary for the technical operation of the website(s) and your ease of use. They ensure that the website(s) works properly and are also used to optimise the use of the website(s). No consent is required for the use of these cookies.
- 12.4
- a. On its website(s) and/or on social media, Joint Forces Legal can offer a blog or forum which is freely accessible. All information posted on these blogs and forums can be read, collected and used by anyone, i.e. by any third party.
 - b. When Joint Forces Legal offers a blog or forum on its website www.jflegal.nl and a comment is left by you on this blog or forum, you can specify whether your name, email address and the website may be stored in a cookie. We do this for your convenience so that you do not have to re-enter these details for a new comment. These cookies are valid for one (1) year.
 - c. When Joint Forces Legal offers a blog or forum on its website www.jflegal.nl and a post is edited or published by you on this blog or forum, an additional cookie is stored by your browser. This cookie contains no personal data and only holds the post ID of the post you edited. This cookie expires after one (1) day.
 - d. When our website www.jflegal.nl has a login page and this login page is visited, we store a temporary cookie to check whether your browser accepts cookies. This cookie contains no personal data and is deleted as soon as you close your browser.
Once logged in, some cookies are stored in relation to your login information and screen display options. Login cookies are valid for two (2) days and cookies for screen display options are valid for one (1) year. If you select "*Remember me*", your login will be saved for two (2) weeks. Once you log out of your account, login cookies are deleted.
 - e. When Joint Forces Legal offers a blog or forum on its website www.jflegal.nl, a request to remove personal data from a blog or forum can be submitted in writing or by email via the contact details as mentioned in article 11.2 under 'Privacy rights of data subjects'.
 - f. Joint Forces Legal is in some cases unable to remove personal data from a blog or forum. In a response to your aforementioned request, Joint Forces Legal will then indicate that it has been unable to remove the personal data and also for what reason it has been unable to do so.
 - g. In case you as data subject post personal data via a third party application (via social media), that third party or the administrator of the application is the point of contact for such requests for deletion or other types of privacy questions.

12.5 De website(s) and/or social media of Joint Forces Legal may contain embedded content from other websites. For example, posts on the website(s) and/or social media of Joint Forces Legal may contain embedded content (e.g. videos, images, messages, etc.). Embedded content from other websites behaves exactly as if the visitor had visited this other website. These websites can collect data about you, use cookies, embed third-party tracking and monitor your interaction with this embedded content, including interaction with embedded content if you have an account and are logged in to that website.

13. Modification of Privacy Statement

Joint Forces Legal has the right to amend the contents of this Privacy Statement at any time without prior notice. The amended Privacy Statement will be published on the website(s) of Joint Forces Legal (www.jflegal.nl or the relevant website) from the date it becomes applicable. Therefore, please consult our website(s) regularly.

14. Questions & Contact

If you have any questions or comments about the processing of your personal data and this Privacy Statement, please contact Mr. J. Ph. Nikkels van der Veen in writing or by email using the contact details as mentioned in article 11.2 under 'Privacy rights of data subjects'.

This Privacy Statement was adopted on 10 July 2025.

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