

# **Cookie- and Privacy Policy**

## **1. General**

1.1. The cookie- and privacy policy in this chapter describes how NemTilmeld.dk ApS (EasySignup.com), Strømmen 6, 9400 Nørresundby, company registration number 27673120 on behalf of EasySignup.com collect and process your personal data when you use the self-service system and visit the homepage [www.EasySignup.com](http://www.EasySignup.com).

1.2. EasySignup.com is data controller for the processing of your personal data. You can always contact EasySignup.com, regarding questions about the processing of your personal data at [persondata@easysignup.com](mailto:persondata@easysignup.com).

1.3. This cookie- and privacy policy does not describe the processing of attendees personal data registering to events through the registration service system EasySignup.com. The processing of the attendees personal data are described on each event site of registration and in the email confirmation each attendee receives after completing their registration.

## **2. What personal data is collected and for what purpose**

### ***2.1. The processing of your data as Subscriber to the self-service system***

2.1.1. As a user of EasySignup.com your name, company name, job title, phone number and email will be transferred and stored in EasySignup.com's system.

2.1.2. The given information is exclusively used in order to provide and deliver the agreed subscription service. The only exception is EasySignup.com's two newsletters as described in section 2.1.2.1.

2.1.2.1. As a user of EasySignup.com you are automatically added to the recipient list of EasySignup.com's two newsletters, which contain relevant information about the use of the self-service system and suggestions to improve your events. You may at any time choose to opt out of each newsletter.

2.1.3. The legal basis for the processing of your stated data as a user of the self-serviced system is Data Protection Regulation article 6, paragraph 1, schedule b, c and f.

### ***2.2. The processing of the information you give when you visit the homepage EasySignup.com***

2.2.1. The homepage EasySignup.com use cookies. A cookie is a small text file used by many homepages to recognize your computer each time you visit the homepage. A cookie is a passive file and can not disperse virus or other damaging programs. The cookies that are used will not identify you as a user but your computer.

The homepage only uses technical cookies for the homepage to work. You will therefore not be able to use the homepage if you reject the use of cookies.

The technical cookies will automatical be deleted by your browser when you close your browser session. You will find information on how to delete cookies in this instruction <http://www.allaboutcookies.org/manage-cookies/>.

2.2.2. When you visit the homepage EasySignup.com your activity is registered in a log. The log stores information about your activities on the homepage. The information stored depends on which pages you visit on the homepage.

2.2.2.1 On the parts of the homepage that you can access without being logged in as a user in the self-service system, EasySignup.com can track which pages you have visited. Often, EasySignup.com may also be able to identify the websites that referred you to EasySignup.com. For instance, you might have visited a website where you clicked on a link that directed you to EasySignup.com. This log is used for EasySignup.com to gather statistics on how you and other visitors use the homepage, thereby improving your experience on the site. It also helps to track statistics regarding the sources of visitors, in order to enhance EasySignup.com's awareness and sales of EasySignup.com.

EasySignup.com does not collect personal information about you in the log on the parts of the homepage that you can access without being logged in. However, if you enter personal information on the EasySignup.com homepage, such as when creating an account or subscribing to EasySignup.com's newsletter, your computer's requests will be associated with the personal information you provide on the homepage.

The legal basis for processing information when you visit the EasySignup.com website without being logged in as a user in the self-service system is Article 6, paragraph 1, schedule (b) and (f) of the EU General Data Protection Regulation.

2.2.2.2 On the parts of the homepage that you can access when logged in as a user in the self-service system, EasySignup.com logs the following:

- which IP address you use
- which user-id you are logged in with
- which pages you have visited on the homepage

Additionally, EasySignup.com logs most of your activities on your account, such as the events you have created, edited, viewed, or deleted, including the information you have entered along the way.

EasySignup.com uses the information in the log to document your actions, enhance user-friendliness, and as a basis for resolving any discrepancies.

The legal basis for processing information when you visit the EasySignup.com homepage while logged in as a user in the self-service system is Article 6, paragraph 1, schedule (b), (c), and (f) of the EU General Data Protection Regulation.

### ***2.3. The processing of information on social media***

2.3.1. EasySignup.com uses the social media, LinkedIn to brand and promote EasySignup.com. If you interact with EasySignup.com on LinkedIn you will give information of the interaction to EasySignup.com and LinkedIn e.g. if you react to our posts, comment or share them, just as we process the information that you "like" EasySignup.com or follow us on LinkedIn.

If you interact with EasySignup.com on social media EasySignup.com will have access to your contact information, profile picture and other information that you have made available on social media.

2.3.2. The legal basis for the processing of your information on social media is EasySignup.com's legitimate interest in promoting EasySignup.com on social media in EU General Data Protection Regulation article 6, paragraph 1, schedule f.

## **2.4. The processing your information if you give a consent**

2.4.1. In some cases EasySignup.com asks for a consent for a specific processing of personal data. EasySignup.com e.g. asks for consent to send EasySignup.com's newsletters to people who do not use the self-service system or to be able to use people in cases, interviews etc. in the promotion of EasySignup.com.

Before you give your consent to EasySignup.com you will receive a variety of different information about e.g. what personal data EasySignup.com uses and what EasySignup.com uses the personal data for.

At any time you can withdraw your consent. If you withdraw your consent EasySignup.com will not go forward with processing your personal data for the purpose of the consent that has been given.

2.4.2. The legal basis for the processing of the information given in a consent is EU General Data Protection Regulation article 6, paragraph 1, schedule a.

## **3. Recipients of your personal data**

3.1. EasySignup.com does not sell your stored personal data to any third party.

3.2. EasySignup.com will not make the stored personal data available to any third party unless it is otherwise explicitly outlined in these Terms.

3.3. To manage and improve your registration through EasySignup.com personal data will be sent to external recipients. The external recipients are among others payment providers and a provider of a survey system. In addition a phone operator is used when communicating by phone.

## **4. Deletion of personal data**

4.1. All user data is stored 5 years after the end of the financial year in accordance with current legislation.

4.2. Your interaction with EasySignup.com on social media is deleted when EasySignup.com deletes a post or when you delete your comment, your share, your response or that you have "liked" or followed EasySignup.com.

4.3. Have you given a consent to EasySignup.com's processing of your personal data, the personal data related to the consent will regardless of the above be stored as long as it is required by law.

## **5. Security**

5.1. EasySignup.com has implemented appropriate technical and organizational measures to ensure personal data from accidental or unlawful destruction, loss, alteration and unauthorized disclosure or abuse.

5.2. Only persons who require access to the personal data in order to fulfill work obligations have access to the personal data.

5.3. The information is stored in unencrypted form, and transferred encrypted.

## 6. Rights of the data subject

6.1. As a registered user you always have the opportunity to access the stored information about you, as well as object to the registration in accordance with the EU General Data Protection Regulation.

### ***6.2. The EU General Data Protection Regulation gives you as registered the following rights:***

#### **6.2.1. Right to access your personal data**

You are always entitled to obtain confirmation as to whether or not personal data are being processed, including among others the purpose of the processing, categories of personal data, recipients etc. If you want to use your right to access your data you must send a written request to the person responsible for data at EasySignup.com. You may be asked to provide documentation that can confirm you are the person you say you are.

#### **6.2.2. Right to rectification**

You have the right to obtain rectification of inaccurate personal data concerning yourself. If you become aware on any inaccurate information, you might have the opportunity to change the information in the system if EasySignup.com has provided you with this opportunity. If you can not change the inaccurate information yourself, you are encouraged to correct the information by contacting EasySignup.com.

#### **6.2.3. Right to deletion**

Under certain circumstances you have the right to obtain from EasySignup.com the deletion of personal data concerning yourself. If the processing is still necessary e.g. in case of compliance with legal obligations or for requirements to be determined, pleaded or defended, then EasySignup.com is not obligated to delete your personal data.

#### **6.2.4. Right to restriction of processing**

You have the right to obtain from EasySignup.com restriction of processing of your personal data to storage only, e.g. if you contest the accuracy of the personal data or the processing is unlawful.

#### **6.2.5. Right to data portability (Delivery of data in a commonly used format)**

Under certain circumstances you have the right to receive from EasySignup.com the personal data concerning yourself provided to you in a structured, commonly used and machine-readable format to be transferred to another data controller.

#### **6.2.6. Right to object**

You have the right to object to the processing of personal data concerning you.

You can use your rights, including the right to object by contacting EasySignup.com at [persondata@easysignup.com](mailto:persondata@easysignup.com). EasySignup.com will after your request check whether or not the requirements of your request is fulfilled and subsequently complete the changes or delete the data as soon as possible.

6.3. You can complain about the processing of your personal information to:

**Datatilsynet,**

Carl Jacobsens Vej 35  
2500 Valby  
Tlf.: 33 19 32 00  
Fax: 33 19 32 18  
Mail: [dt@datatilsynet.dk](mailto:dt@datatilsynet.dk)