Privacy Policy

Data responsibility

We take data protection seriously

We work with personal information and have adopted this policy for protection of personal data, which informs you about how we treat your data.

Contact information

Eventually ApS is responsible for your data, and we ensure that your personal information is treated in accordance with current legislation.

Eventually ApS Magstræde 10A, 2. 1204 Copenhagen K Denmark Phone: +45 27 595 595 <u>it@eventually.dk</u> www.eventually.dk

We ensure fair and transparent treatment of data

When we ask you to communicate your personal data to us, we inform you about which data we work with and to which purpose. You receive information about this at the time of personal data collection.

Processing of personal data

We use this type of data about you

We use data about you, to improve our service and to ensure quality in our products and services, as well as in our contact to you.

The data we use, can include:

- Usual personal information
- Personal identification number when applicable
- Data about interests and habits when applicable
- Traffic data about internet use when applicable
- Location-based data when applicable
- Unique numbers on devices when applicable

We collect and store your personal information for specific purposes

We collect and store your data in connection with specific purposes or other legal businessrelated purposes. This happens, when we need:

- To fulfill requests for products or services related to our line of work, including but not limited to:
 - o Online registration
 - o Hotel accommodation
 - Transportation (incl. bus signs / passenger lists)
 - o Catering (incl. dietary requirements)
 - Accreditation (incl. event badges)
- To comply with legal requirements
- To treat job applications and other job-related items

All data is stored on servers in Ireland, in the European Union.

We treat only relevant personal information

We treat only data about you, which is relevant or sufficient in connection with the abovedescribed purposes. The purpose is crucial to the type of data that is relevant for us. The same is valid for the extent of the personal data that we use. For example, we do not use more data, than the ones we need for the specific purpose.

We treat only necessary personal information

We collect, treat and store only the personal information, that is necessary in regards to fulfilling our agreed purposes. Additionally, the type of data that is necessary to collect and store for our business operations may be determined by law. The type and extent of the

personal data that we process may also be needed to fulfill a contractual or other legal obligation.

Control and update of your personal information

We do not control, that the personal information, we process about you, is not incorrect or misleading. We only update your personal data if we are required to do so.

Since our service is dependent on the fact, that your data is correct and up to date, please inform us about relevant changes in your data. In most cases, you can manage your own personal information by logging into the account you created.

We delete your personal information, when it is no longer needed

We will delete your personal data when they are no longer necessary in relation to the purpose, which was the reason for our collecting, processing and storage of your data, in agreement with the project team.

We inform you before we process your personal data

We inform you before we process your personal data for the purposes described above, unless we have a legal basis for obtaining them. We will inform you on such a basis and about our legitimate interest in treating your personal data.

Your consent is voluntary and you may at any time withdraw it by contacting us. Use the contact information above for more information.

We do not share your personal data without your consent

If we disclose your personal data to partners and stakeholders, we collect your consent and provide information on what your data will be used for. You can always object to this kind of disclosure.

We do not collect your consent unless we are legally obliged to disclose your personal data, e.g. as part of reporting to an authority.

Security

We protect your personal data and have internal regulations on information security

We have adopted internal rules on information security, which contain instructions and measures to protect your personal data from being destroyed, lost or changed, against unauthorized disclosure, and against unauthorized access or knowledge of them.

Use of cookies

Cookies, purpose and relevance

Cookies are pieces of information that a website transfers to your computer's hard disk for record keeping purposes. They are small text files that a website can use to recognise repeat users and facilitate their ongoing access to, and use of, the site. They do not pose a threat to your system or files. The use of cookies is an industry standard, and many websites use them to provide useful features. Cookies in and of themselves do not personally identify users. Most browsers are set initially to accept cookies. You can set your computer to reject cookies.

We obtain your consent

In situations where your consent is required, we will always ask for it. Necessary cookies to ensure functionality and settings can be used without your consent.

The Eventually Registration and Booking tools use only an ephemeral session cookie, that does not require user consent.

Your rights

You have the right to access your personal data

You have a right at any time to ascertain what data we process about you, where they came from and what we use them for. You can also find out how long we keep your personal data and who receives data about you, to the extent we disclose data in Denmark and abroad.

If you request it, we can inform you about the data we process about you. However, access can be restricted in the interest of other people's privacy, trade secrets and proprietary rights.

You can make use of your rights by contacting us. Our contact details can be found at the top of this document.

You have the right to have inaccurate personal data corrected or deleted

If you believe that the personal data we process about you is inaccurate, you have the right to have them corrected. You can contact us and tell us where inaccuracies exist and how they can be addressed, or you can (when applicable) log into your account to amend your personal data.

In some cases, we have an obligation to delete your personal data. This applies if you withdraw your consent. If you believe that your data is no longer necessary in relation to the purposes for which we collected them, you can ask to have them erased. You can also contact us if you believe that your personal data is processed in violation of law or other legal obligations.

When you contact us with a request to correct or delete your personal data, we examine whether the conditions are met and implement the changes or deletion as soon as possible.

You have the right to object to our processing of your personal data

You have the right to object to our processing of your personal data. You can also object to our disclosure of your data for marketing purposes.

You can use the contact information at the top of this document to send an objection. If your complaint is justified, we will make sure to stop processing your personal data.

Conclusion

If you have any further questions about our Privacy Policy or its implementation, please contact us at <u>it@eventually.dk</u>, mentioning Privacy Policy in the subject line.