

## **Privacy Policy – TrueLink A/S**

### **Information about our treatment of your personal information etc.**

#### **We are the Data Controller of your data – how can you contact us?**

TrueLink A/S is responsible for processing collected personal information about you. Find contact information below:

TrueLink A/S  
Havneparken 1, 1, 7100 Vejle  
CVR-nr.: 31 26 14 30  
Phone: 79 30 78 30  
E-mail address: kundecenter@truelink.dk

### **Purpose of collecting personal information and the legal basis for treatment of your data**

#### ***When using our website, we collect the following information:***

Purpose: To provide aid for support and inquiries

- Name
- Phone number
- E-mail address

How we may collect personal information:

- Through input entered in the contact formula by you.

Storage of personal information:

- We will store your personal information in no more than 3 months.

#### ***When using our website, we collect the following data for statistics:***

Purpose: For optimization purpose we collect statistical data about the website usage.

- IP-addresses and domains
- Browser and operating systems
- Displayed pages – when and how often
- Links from other websites

#### ***When using the service of TrueLink, we treat the following personal information:***

Purpose: To enable transmittal of electronic documents, e.g. invoices, orders, catalogues etc.

- Ordinary personal information about users registered at TrueLink.
- Content of documents sent and received, where your company is responsible for the data.

For further information, see [member terms](#) and the [Data Processing Agreement](#) which ensure your documents are treated according to GDPR.

## **Your rights**

According to the Data Protection Regulation you have a number of rights, when we process information about you.

If you want to utilize your rights, you have to contact us.

### Right to see information

You are entitled to gain insight into the information that we are processing about you, as well as a number of additional information.

### Right to Rectification (correction)

You are entitled to have incorrect information about yourself corrected.

### Right to deletion

In special cases you are entitled to get information about yourself deleted, before the time of our general deletion occurs.

### Right to limitation of processing

You have in certain cases the right to restrict the processing of your personal information. If you are entitled to limited treatment, we will only be able to process the information - except for storage - with your consent or for the purpose of determining, enforcing or defending legal requirements or protecting a person or important social interests.

### Right to objection

You have in certain cases the right to object to our otherwise legitimate processing of your personal information.

*You also have the right to object against processing of your information for direct marketing.*

### Right to transmit information (data portability)

You have in certain cases the right to receive your personal information in a structured, commonly used and machine-readable format. As well as you have the right to have this personal information transferred from a Data Controller to another without any hindrance.

You can read more about your rights in the DPA's instructions about the registered rights. You will find the instruction at [www.datatilsynet.dk](http://www.datatilsynet.dk).

## **Complaint to the DPA**

You have the right to file a complaint to the DPA, if you are dissatisfied about the way, we process your personal information. You find DPA's contact info at [www.datatilsynet.dk](http://www.datatilsynet.dk).

## **Document information**

This is the first version of TrueLink A/S Privacy policy written on May 11, 2018.