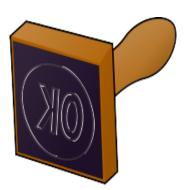
# **Privacy statement**



### **About this privacy statement**

Bureau De Paepe scsprl is committed to protecting the privacy of its customers and the visitors to this website, according to the Belgian privacy law of 8 December 1992 [1]. We use the information we collect about you primarily to inform you about our products and services, and to provide a more personalized browsing experience when visiting this website.

Please read on for more details about our privacy policy.

## **Your privacy**

At Bureau De Paepe scsprl, we take your privacy and our responsibility to protect it very seriously. We have created this statement in order to demonstrate our firm commitment to making sure your personal information is safe and secure with us.

It is our promise to you that, unless you tell us otherwise, any information you provide to us about yourself will be known only by you and Bureau De Paepe scsprl.

#### What information do we collect?

We collect information every time a visitor comes to this website. In order to access certain areas of this website, users are asked to register and provide us with certain information. This information is used to provide you with the best possible experience and to tailor our products and services to your interests and needs. Our purpose is to improve the overall quality of this website and the products and services we provide. Individual information is never disclosed to others.

You can always browse certain areas of this website without entering any personal information and therefore remain anonymous during your visit. However, when you register for logging in to this website, we need to know your name, job title, company name, address, phone and fax number, email address, etc. This allows us to process your registration, and to notify you of your registration. This information may also be used for site customization and user profiling, and is stored into our databases.

#### Use of IP addresses

When you visit this website, our web servers record your IP address and/or domain name. We use your IP address to help diagnose problems with our server and administer this website.

We also use your IP address to identify you, to track a user's session, and to gather other, non-customer specific demographic information. This information is used for statistical purposes only and

is analyzed to constantly improve the quality and accessibility of the information available on this website.

#### Use of cookies

When visiting this website you may receive "cookies", small pieces of information that are stored by your web browser on your computer's hard drive. We use cookies to save information such as passwords and preferences so you don't have to re-enter it each time you visit this website, and to deliver content tailored to your interests.

Our cookies do not contain any personally identifying information, but they enable us to identify individual users for site personalization and to improve overall navigation. You may also be served cookies from our advertisers or sponsors while visiting this website. We do not control, nor do we have access to any of the information they may collect.

If you do not wish to accept cookies, most web browsers allow you to reject cookies. Please note, however, that if you choose not to accept cookies, you may encounter difficulties using certain parts of this website.

#### How do we use this information?

We use the information we collect to occasionally notify you by eMail about important changes to this website, to introduce you to new products or services, to draw your attention to special offers from Bureau De Paepe scsprl, or to point you to other things we think you will find valuable.

If you would rather not receive these messages, <u>sending an appropriate eMail message</u> [2]. Make sure to do this for each eMail address you have left with us.

#### Who also has access to this information?

Bureau De Paepe scsprl does not sell, trade, or rent your personal information to others. We may choose to do so in the future with trustworthy, reputable companies, but you can always tell us not to do so by <u>sending an appropriate eMail message</u> [2]. Make sure to do this for each e-mail address you have left with us.

Also, Bureau De Paepe scsprl may provide aggregate statistics about our visitors, their traffic patterns, and related website information to reputable on-line advertising agencies, but these statistics will not include any personally identifying information. Bureau De Paepe scsprl has a very strict anti-spam policy: all eMails contain our full contact information, and requests to be removed are handled promptly.

## How can you change your information?

You may update or change your personal information at any time by simply <u>sending a request</u> [2] from one of the eMail addresses you have left with us. We will then send you all the information we have collected about you, and you can update or change this information and send it back to us.

For other questions related to updating or changing your personal information, please <u>send an eMail</u> [2].

#### Your consent

By using this website, you agree to the collection and use of your personal information by Bureau De Paepe scsprl. If we decide to change our privacy policy, we will post those changes on this page so that you are always aware of what information we collect, how we use it, and under what circumstances we disclose it to others.

Your continued use of this website after the posting of any changes to our privacy policy constitutes your agreement to those changes.

### How to contact us about our privacy policy?

Don't hesitate to contact us [2] if you have any questions or comments on the information above.

Sujet: ||Légal|| [3]

Bron-URL (modified on 10/15/2012 - 11:36): http://www.bureaudepaepe.be/nl/node/54

#### Links

- [1] http://www.law.kuleuven.ac.be/icri/itl/12privacylaw.php
- [2] http://www.bureaudepaepe.be/contact
- [3] http://www.bureaudepaepe.be/nl/taxonomy/term/40