

PRIVACY STATEMENT

Whether deliberately or inadvertently, in your interactions with SCHUNCK, you will share your personal data with us. We believe it is important to handle this data as carefully as possible. For this reason, we have prepared the privacy statement below which describes how we handle your personal data and your rights in this regard.

This is the Privacy Statement of the incorporated foundation Stichting SCHUNCK, with its registered offices in Heerlen, listed in the trade register of the Chamber of Commerce under number 64162028, hereinafter to be referred to as: 'SCHUNCK'.

SCHUNCK processes personal data as defined in Section 4 of the General Data Protection Regulation (GDPR). Personal data includes all data that can be used to directly or indirectly identify a natural person.

What personal data do we process?

The type of personal data we process depends on the agreed services (e.g., signing up for a membership and/or taking out a subscription and/or attending a workshop) and the general purpose of processing this data. The types of data processed by SCHUNCK include the following:

- your name and address details;
- your date of birth;
- your telephone number;
- your email address;
- your bank and payment details;
- if you are a minor, the details of your legal guardian;
- other personal data that you actively provide us with, and insofar as this data is necessary for performing the service(s) to be provided by SCHUNCK.

Why do we process your personal data?

SCHUNCK processes your personal data for the following purposes:

- Delivery and performance of our products and services, including signing up for a membership and/or taking out a subscription and/or attending a workshop, purchasing a museum ticket, hiring a space and similar;
- The ability to communicate with you within the context of your agreement;
- To process your order or reservation and inform you of its status;
- Processing payments and credit management;
- Analysing, improving, securing and/or maintaining our website and internal technical systems;
- Monitoring and/or analysing the products and services offered by SCHUNCK to improve these products and services, for example, by contacting the person in question for an evaluation;
- Merging and analysing data to improve products and services;
- Providing our services and/or other (targeted) offers and advertisements;
- Maintaining contacts with clients;
- Processing job applications;
- Maintaining our personnel administration;
- Complying with our legal obligations.

Your personal data does not necessarily have to be subject to all of the above purposes. This depends on your legal relationship with SCHUNCK.

Basis for processing

SCHUNCK requires the aforementioned personal data for entering into or fulfilling an agreement we have entered into with you. We may also process your personal data if this is necessary to comply with legal obligations, to represent a legitimate interest of ours or because you have given us permission to do so. In the event we process personal data based on your consent, you are free to withdraw this consent at any time.

Children under the age of 16

Several of our services are aimed at children under the age of 16. This includes, for example, workshops and library services. In these cases, the children's legal guardians may invoke the rights of the children summarised below.

Cookies

SCHUNCK uses cookies for the proper functioning of its website. For the cookies we use and information about them, please refer to our cookie statement on the website. SCHUNCK will never register visitors' IP addresses (IP anonymisation by means of Google Analytics).

Retention period

The personal data we process is not kept for longer than strictly necessary, taking into consideration any legal obligations. There may also be a legitimate interest in why your data is kept for a longer period. In addition, if you have given us permission to do so, we may keep your data for longer than necessary. If you have any questions about your retention period, you can always contact us using the contact details below.

Security

We take technical and organisational measures to secure your personal data against unauthorised access, misuse and/or unauthorised disclosure that are appropriate to the risk (both in terms of likelihood of occurrence and severity) of a given processing operation, taking into account the state of the art, implementation costs as well as the nature, scope and context of the processing purposes.

All our employees are bound by confidentiality and must adhere to our instructions regarding the protection of personal data.

If you believe your personal data is not sufficiently protected or have indications of any misuse or otherwise, please contact us.

Third parties

We will never provide your personal data to third parties unless the law requires us to do so. This is necessary for the performance of our work (e.g., if we have to report to an emergency/incident room), or if you have given us permission to do so. As for interactions with third parties that act as processors within the meaning of the GDPR, we will first conclude separate processing agreements with these parties.

We will never store personal data outside the European Union.

Camera surveillance

Some generally accessible areas at our locations may use CCTV surveillance cameras. We have installed these for security and supervision purposes. The images are kept for a limited period of time as necessary for security and surveillance purposes. In the event of any incidents, we will register and keep the recorded images for the purpose of investigation and to establish potential liability.

Digital Government Information Point

Within our organisation, we provide support through the Digital Government Information Point (IDO). This service allows visitors to ask questions about digital government issues. We treat personal data and other privacy-sensitive information with care and confidentiality. Employees involved in IDO services follow internal protocols in line with the guidelines on IDO services. Personal data will only be processed when necessary for the purpose for which the personal data was obtained, such as answering a question or providing support, and will not be kept longer than necessary. We do not share data with third parties without legal basis or consent from the data subject. For further information on how we handle personal data in the context of IDO services and your rights, please refer to the remaining content of this statement.

Your rights

Each time we process your personal data, you have the following rights:

1. Access to and rectification or erasure of personal data or restrictions on processing.

2. In cases where processing is based on your consent, you have the right to withdraw this consent at any time. You may withdraw consent by notifying us by email or letter. SCHUNCK reserves the right to verify whether you are the originating of the notice of withdrawal of consent.
3. You have the right to object to the processing of your personal data.
4. You may also request your data to be transferred to another organisation in a structured, customary and machine-readable form.

Should you have any complaints about SCHUNCK's data processing, please contact us via info@schunck.nl. Alternatively, you may also submit a complaint to the Dutch Data Protection Authority ('Autoriteit Persoonsgegevens'). For more information, see www.autoriteitpersoonsgegevens.nl.

We will always process your request(s)/objection(s) as prescribed by the GDPR. We do not necessarily have to comply with your request or honour an objection in all cases. For example, when the processing of your data is necessary for compliance with legal obligations. You may submit your request or objection to us in writing (by post or email). Before we comply with your request, you must first identify yourself by means of a valid proof of identity.

We will always try to respond to your request in writing as soon as possible, but within four weeks at the latest. In the event we cannot honour your request, we will contact you to explain our reasoning.

Contact Details

Stichting SCHUNCK
Attn. Management
Bongerd 18
6411 JM Heerlen
Email: info@schunck.nl

Changes to the Privacy Statement

This Privacy Statement may be periodically updated. We recommend that you consult the Privacy Statement regularly.

Effective date

This Privacy Statement is effective as of 20 May 2026.