

# Openbid Privacy & Cookie Policy

## General

This Privacy Notice describes our collection, use, disclosure, retention and protection of your personal information.

## How we collect information

To the extent permissible under applicable law, we collect information about you and any other party whose details you provide to us when you:

provide your contact details to us when accessing any websites or services we make available  
contact us by e-mail, mail or by telephone

## How we use your information

To the extent permissible under applicable law, we use your information to:

provide any information and services that you have requested or services that you have ordered  
provide, maintain, protect and improve any products, services and information that you have requested from us  
manage and administer your use of products and services you have asked us to provide  
manage our relationship with you (for example, customer services and support activities);  
provide you with any information that we are required to send you to comply with our regulatory or legal obligations;

## What information do we collect

Openbid handles the following information

First and last name

Postal address (company addresses only)

Phone number

E-mail address

Meeting notes

Social security number (when applying for a job)

## Sharing your information

Your information and you have the following rights:

- the right to be told how we use your information and obtain access to your information;
- the right to have your information rectified or erased or place restrictions on processing your information;
- the right to object to the processing of your information e.g. for direct marketing purposes;
- the right to have any information you provided to us on an automated basis returned to you in a structured, commonly used and machine-readable format, or sent directly to another company, where technically feasible ( “data portability” );
- where the processing of your information is based on your consent, the right to withdraw that consent subject to legal or contractual restrictions;

If we hold any information about you which is incorrect or if there are any changes to your details, please let us know by so that we can keep our records accurate and up to date.

We will retain your personal information for the duration of our business relationship and afterwards for as long as is necessary and relevant for our legitimate business purposes, in accordance with our data retention, marking and destruction policy or as otherwise permitted applicable laws and regulation. Where we no longer need your personal information, we will dispose of it in a secure manner (without further notice to you).

## Security and storage of information

We will keep your information secure by taking appropriate technical and organisational measures against its unauthorised or unlawful processing and against its accidental loss, destruction or damage. We will do our best to protect your personal information but we cannot guarantee the security of your information which is transmitted to our website or services or to other website, applications and services via an internet or similar connection.

If you believe your informatio has been compromised, please contact us at [support@openbid.biz](mailto:support@openbid.biz)

## Further information

If you have any queries about how we treat your information, the contents of this notice, your rights under local law, how to update your records or how to obtain a copy of the information that we hold about you, please send an email to [support@openbid.biz](mailto:support@openbid.biz)