

Privacy statement

Version 06/2026

Safeguarding the privacy of visitors to our websites (www.contractify.io and www.contractmanagementday.com), users of our SaaS application called Contractify (hereinafter referred to as the "Application"), participants in events organised by us and of our customers, prospects and business partners are very important to us. Therefore, we describe in this privacy statement what personal data we collect, why and how we use, process, secure and store this data.

We always endeavour to act in accordance with Regulation (EU) 2016/679 on the protection of individuals with regard to the processing of personal data concerning the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) and all other applicable national and European laws and regulations relating to the processing of personal data.

WHO PROCESSES THE DATA

Contractify

Company name: DB2 Value Creation BV

Company number: BE0644 714 953

Address: Polenstraat 163, 9940 Evergem

E-mail address: privacy@contractify.be

WHAT PERSONAL DATA DO WE PROCESS

What personal data we collect depends on your relationship with us and the services we provide to you. We may collect the following personal data about you:

- o Name and contact information such as first and last name, e-mail address, address and telephone number
- o Employment-related information, such as job title and other employment or education information
- o Account information, such as passwords and other security details for authentication and access
- o Financial information, such as bank account numbers for payment processing

- o Usage information, such as behavioural information about how you navigate within our Application and websites and which elements of our Application and services you use most often, etc.
- o Computer, device and connection information, such as IP address, browser type and version and location, ad identifiers, cookie or tracker identifiers and related information.
- o Any other information you share through our websites, Application, by phone as well as by email.
- o Communication preference
- o Audio and visual information, such as your voice and image as captured in photos, video, or audio recordings when you attend our events or leave a message with us.

HOW WE COLLECT PERSONAL DATA

We and our third-party service providers may collect personal data in the following ways:

- o Direct interactions, such as when you register for our services, Application, webinars, events, make a purchase or communicate with us, including through the chat function in our Application
- o Third-party data such as information on third-party websites or other information you may have disclosed, or information provided to us by third parties, including but not limited to government agencies and data resellers
- o For cold calling, we also address third parties. We will only contact you for legitimate interest. For more information about the data we obtained from you through Proudly and LinkedIn Sales Navigator, please contact the agencies themselves.
- o Automated tracking technologies such as information automatically collected about your interaction with our Application and websites through the use of various technologies such as cookies.

HOW WE USE YOUR PERSONAL DATA

Personal data will be used for the purposes for which it was collected. In addition, it is used only for statutory or other legitimate purposes.

We apply the following legal principles:

- o For the processing of personal data for access to our Application, participation in webinars and events and for handling the queries we receive via the website, e-mail or by telephone, we rely on your consent according to Article 6 point 1 (a) of the General Data Protection Regulation (EU) 2016/679.
- o For the processing of personal data for our services, customer management and for the follow-up of invoicing, we rely on the necessity for the performance of the contract we have concluded with you, according to Article 6 point 1 (b) of the General Data Protection Regulation (EU) 2016/679. If you do not provide us with the necessary personal data, we will not be able to conclude the contract with you or correctly execute an already concluded contract.
- o For the processing of personal data for electronic (direct or remarketing) purposes (sending our electronic newsletter), we rely on your opt-in consent. Only if you have unambiguously indicated that you would like to receive our newsletter will we register you for this purpose. You are completely free to do so. You have the right to withdraw your consent at any time without any negative consequences for you.

You can do this via the opt-out link included in our marketing e-mail or by sending an e-mail to privacy@contractify.be.
- o In all other cases or when you are a legal entity and we process the personal data of the contact person with this legal entity, we base the processing on the necessity for the representation of our legitimate interests according to Article 6 point 1 (f) of the General Data Protection Regulation (EU) 2016/679 (in particular our interest to contact the legal entity, to contact prospects and potential customers, the proper functioning of our website, to promote our business in general, both online and offline, to maintain our contacts, etc).

Before processing personal data on this legal basis, we have carried out a balancing of interests and determined that the protection of your personal data and your other fundamental rights and freedoms are not violated to such an extent that they override our legitimate interests. In doing so, In doing so, we take into account the nature of the interest, its compelling nature, the impact of the processing on you, quantity and nature of the personal data collected, the processing we carry out and your reasonable expectations.

You have the right to withdraw your consent at any time without any negative consequences for you.

You can do so via the opt-out link included in our marketing email or by sending an email to privacy@contractify.be.

Also for recordings of events, in which you are a non-material part of the video recordings, and use is made of longshots of the event, as well as for photos of large groups that mainly capture the overall impression of the event, we rely on the necessity for the protection of our legitimate interests. Such shots may be taken and used for internal and external communication purposes about the event (including marketing purposes).

TRANSFER OF YOUR PERSONAL DATA TO THIRD PARTIES

DB2 will not disclose your personal data to third parties, except where it would rely on third parties/service providers for the provision or optimisation of its services (such as but not limited to service providers in the context of maintenance work of the Websites and/or Application, payment processing, database management, organising webinars and events). If it is necessary for DB2 to disclose your personal data in this context, these third parties/service providers will in principle only act as processors of your personal data for the benefit of DB2. DB2 will check whether the privacy statement of these third parties/service providers at least complies with the provisions of this Privacy Statement and, if necessary, enter into a processing agreement with these third parties/service providers so that they use your personal data in accordance with the provisions of this Privacy Statement and applicable data protection laws and regulations.

In addition, DB2 may share limited personal data of event participants (name, organisation and job title) with event sponsors, insofar as this is necessary to support the financing and organisation of the event and where DB2 has a legitimate interest in providing sponsors with insight into the reach and impact of their sponsorship.

You have the right to object at any time to the disclosure of your personal data to sponsors.

Notwithstanding the foregoing, however, DB2 may disclose your personal data:

- To the competent authorities where DB2 is required to do so by law or in the context of judicial or prospective legal proceedings, or for the purpose of safeguarding and defending DB2's rights;
- When DB2 or its assets are acquired by a third party, in which case your personal data - which DB2 has collected - may be one of the transferred assets;

In all other cases, DB2 will not sell, rent or transfer your personal data to third parties, unless it has (i) obtained your consent to do so and (ii) entered into a processing agreement with the relevant third party, which contains the necessary guarantees regarding confidentiality and privacy compliance of

your personal data.

CROSS BORDER PROCESSING PERSONAL DATA

DB2 will in principle not process your personal data outside the EU. Any transfer of personal data outside the European Economic Area (EEA) to a recipient domiciled or based in a country that is not covered by an adequacy decision issued by the European Commission will be governed by provisions of a processor agreement, which will include (i) the standard contractual clauses of the European Commission, or (ii) any other mechanism under privacy laws or any other regulations governing the processing of personal data.

YOUR PRIVACY RIGHTS

If you wish to invoke your privacy rights, as provided below, please contact privacy@contractify.be or send your request by post to DB2 Value Creation bv - Polenstraat 163 - 9940 Sleidinge.

Subject to the fulfilment of the necessary conditions of application for each of these respective rights, you have the following privacy rights:

- Right to access and copy personal data that DB2 may hold about you;
- Right to rectification, completion or update of your personal data;
- Right to erasure of your personal data ('right to be forgotten');
- Right to restrict the processing of your personal data;
- Right to portability of your personal data;
- Right to object/resist the processing of your personal data.

In principle, you can exercise these rights free of charge through the above channels. Moreover, you can always update, change and/or verify your personal data - which you had to communicate when creating your (demo) account - via your account.

You have the right to lodge a complaint with a supervisory authority if you believe that the processing of personal data relating to you violates the General Data Protection Regulation.

PROTECTION OF PERSONAL DATA

DB2 undertakes to take reasonable, physical, technological and organisational precautions with a view to preventing (i) unauthorised access to your personal data, as well as (ii) the loss, misuse or

alteration of your personal data. For more detailed information on the precautionary measures taken, please refer to the Data Security document, the latest version of which is available on the website (www.contractify.io) or retrievable via e-mail: privacy@contractify.be. Notwithstanding DB2's security policy, the controls it implements and the actions it takes in this context, an infallible level of security cannot be guaranteed. No method of transmission or transfer via the Internet nor any method of electronic storage is 100% secure, thus DB2 cannot guarantee absolute security in this context.

Finally, the security of your (demo) account will also partly depend on the secrecy of your password to access the Application. DB2 strongly recommends that you make the use of two-step verification mandatory for users. DB2 will never request your password. If you have nevertheless disclosed your password to a third party - e.g. because this third party has indicated that it offers you additional services - this third party will be able to access your (demo) account and your personal data via your password. In that case, you yourself are liable for the actions taken through the use made of your (demo) account. DB2 therefore strongly recommends that you change your password immediately and contact us if you find that someone has taken access to your (demo) account.

PRIVACY STATEMENT UPDATE

DB2 is entitled to update this privacy statement by posting a new version on the Website(s) and other communication channels. In this regard, it is highly recommended that you regularly check the Websites and the relevant page on which the privacy statement appears to ensure that you are aware of any changes.

OTHER WEBSITES

The Websites may possibly contain hyperlinks to other websites. In no event is DB2 responsible for the privacy policies or practices of any third party.

COMPLAINTS

If you have complaints regarding the way DB2 collects, uses and/or processes your personal data, you can contact us at privacy@contractify.be or you can file a complaint with the Data Protection

Authority: Gegevensbeschermingsautoriteit, via this link:

<https://www.gegevensbeschermingsautoriteit.be/contact>