

Privacy Policy

INTRODUCTION

Bodacious (“**BDCS**”) shall at all times handle personal data with due care. Personal data is processed solely where this is necessary for entering into and performing agreements, or where contact is initiated with **BDCS**. This Privacy Policy explains which personal data is processed, for what purposes, and which rights apply.

DATA CONTROLLER

The processing of personal data takes place under the responsibility of:

Bodacious (“**BDCS**”)
Established in the Netherlands
KVK 641 989 36
BTW NL 002 259 010 B86
MAIL hey@bodacious.studio

BDCS acts as the data controller within the meaning of the General Data Protection Regulation (GDPR).

PERSONAL DATA

BDCS processes only personal data that is provided directly, for example via forms on the website or through communication in the context of a collaboration. This may include:

- Name
- Email address
- Telephone number
- Company name
- Content of messages and form submissions

PURPOSE OF PROCESSING

Personal data is processed by **BDCS** exclusively for the following purposes:

- Contact in response to an enquiry
- Quotations and project-related communication
- Performance of agreements
- Administration and invoicing
- Improvement of the **BDCS** website and services

Personal data is not processed for purposes other than those stated above.

LEGAL BASIS

The processing of personal data by **BDCS** is based on one or more of the following legal grounds:

- Performance of an agreement
- Legitimate interest
- Consent, where legally required

RETENTION

BDCS does not retain personal data longer than necessary for the purpose for which it is processed:

- Contact enquiries: up to 12 months
- Quotations without follow-up: up to 24 months
- Client and invoicing data: 7 years (statutory retention obligation)
- Project-related communication: for the duration necessary to perform the agreement

THIRD PARTY DISCLOSURE

Personal data is disclosed to third parties only where this is necessary for the performance of **BDCS**’s services. This may include:

- Hosting and email service providers
- Administrative and accounting software
- Project management and collaboration software

Appropriate data processing agreements have been concluded with such parties. Personal data is not disclosed to third parties for commercial purposes.

COOKIES	The BDCS website makes use of functional cookies that are necessary for the proper functioning of the website. At present, no analytical or marketing cookies are used. Should this change in the future, prior consent will be requested where required.
SECURITY	BDCS takes appropriate technical and organisational measures to protect personal data against loss, misuse, and unauthorised access. These measures are periodically reviewed and adjusted where necessary.
INDIVIDUAL RIGHTS	<p>The data subject has the right to access, rectify, or erase personal data. In addition, the data subject has the right to object to processing, to request restriction of processing, and to request data portability.</p> <p>Requests may be submitted via hey@bodacious.studio. BDCS will respond within the statutory time limits.</p>
COMPLAINTS	If a complaint arises regarding the processing of personal data by BDCS , the data subject is requested to first contact BDCS . If this does not lead to a satisfactory resolution, a complaint may be lodged with the Autoriteit Persoonsgegevens.
AMENDMENTS	BDCS reserves the right to amend this Privacy Policy. The most current version will always be available on the BDCS website.