

Privacy and Cookie Statement

Jacobs Privacy & AI Law respects your personal data and ensures that personal information provided to Jacobs Privacy & AI Law or otherwise obtained is treated confidentially. Personal data means any information relating to an individual. Information that indirectly reveals something about an individual also constitutes personal data. The following information is provided in fulfilment of the transparency obligations under the General Data Protection Regulation (GDPR) towards the data subject(s) whose personal data Jacobs Privacy & AI Law processes. Jacobs Privacy & AI Law is the controller responsible for the processing of this personal data.

1. Personal Data and Purposes

Clients

Jacobs Privacy & AI Law may process the following personal data relating to clients:

- Contact details: name, address, job title, title, telephone and fax number, Chamber of Commerce number, VAT number, bank account number, email address and other business and contact information;
- Communications: letters and email correspondence with contact persons;
- Matter information: information relating to legal services provided to clients and information concerning the substance of the matter;
- Financial information: data used to calculate and record fees and expenses, make payments and collect outstanding amounts;
- Other data: other information, including date of birth, nationality, place of birth, gender and a copy of an identity document.

Jacobs Privacy & AI Law processes this personal data for the following purposes:

1. providing legal services, including internal administrative activities;
2. making payments and collecting outstanding amounts, including referring such amounts to third parties for collection;
3. conducting legal proceedings;
4. carrying out audits or other forms of review;
5. complying with or applying laws and regulations.

The legal basis for processing this personal data is:

- the necessity of processing for the performance of the agreement with clients (purposes 1–5);
- the necessity of processing for compliance with a legal obligation to which Jacobs Privacy & AI Law is subject (purposes 1, 2, 4 and 5);

Suppliers

Jacobs Privacy & AI Law may process the following personal data relating to suppliers:

- Contact information: name, address, job title, title, telephone and fax number, Chamber of Commerce number, VAT number, bank account number, email address and other business and contact information;
- Communications: letters and email correspondence with contact persons;

Jacobs Privacy & AI Law processes this personal data for the following purposes:

1. purchasing goods and/or services;
2. maintaining financial records and making payments;
3. carrying out audits or other forms of review;
4. complying with or applying laws and regulations.

The legal basis for processing this personal data is:

- the necessity of processing for the performance of the agreement with suppliers (purposes 1–2);
- the necessity of processing for compliance with a legal obligation to which Jacobs Privacy & AI Law is subject (purposes 2, , 3 and 4).

Third Parties

Jacobs Privacy & AI Law may process the following personal data relating to third parties who contact Jacobs Privacy & AI Law or whose personal data Jacobs Privacy & AI Law otherwise processes:

- Contact information: name, address, job title, title, telephone and fax number, Chamber of Commerce number, VAT number, bank account number, email address and other business and contact information;
- Communications: letters and email correspondence received from or addressed to third parties;
- Other: information received by Jacobs Privacy & AI Law from clients or third parties, or obtained from a public source, for the purpose of handling a matter or complying with legal obligations.

Jacobs Privacy & AI Law processes this personal data for the following purposes:

1. communication purposes, such as maintaining contact and providing information about its services;
2. internal administrative activities, such as maintaining financial records and making payments;
3. offering and providing legal services to clients;
4. complying with or applying laws and regulations.

The legal basis for processing this personal data is:

- the necessity of processing for the performance of an agreement (purpose 1);
- the necessity of processing for compliance with a legal obligation to which Jacobs Privacy & AI Law is subject (purposes 2 and 4);

- the necessity of processing for the purposes of the legitimate interests of Jacobs Privacy & AI Law or those of a third party, where those interests outweigh the interests or fundamental rights of the individual whose personal data is concerned (purposes 1–3).

Website Visitors

Jacobs Privacy & AI Law may process the following personal data relating to website visitors:

- Communication data: information you provide when contacting Jacobs Privacy & AI Law;
- Technical data: information necessary for the proper functioning and security of the website.

Jacobs Privacy & AI Law processes this personal data for the following purposes:

1. responding to and handling questions, complaints or other communications;
2. ensuring that the website functions properly and securely.

The legal basis for processing this personal data is:

- the necessity of processing for the purposes of the legitimate interests of Jacobs Privacy & AI Law or those of a third party, where those interests outweigh the interests or fundamental rights of the individual whose personal data is concerned.

2. Sharing Personal Data with Third Parties

Jacobs Privacy & AI Law shares your personal data with third parties only insofar as this is necessary for the provision of its services and in accordance with the purposes described above. This may include arranging for another lawyer to temporarily take over the practice, commissioning an expert assessment, or engaging another third party on behalf of and under the instructions of Jacobs Privacy & AI Law, such as an IT provider. It may also include providing your personal data in connection with legal proceedings or correspondence with an opposing party.

Jacobs Privacy & AI Law may also provide personal data to a third party, such as a supervisory authority or another public authority, where it is legally required to do so.

Where a third party processes your personal data on behalf of and under the instructions of Jacobs Privacy & AI Law, a data processing agreement will be concluded with that third party, requiring it to comply with the GDPR. Third parties engaged by Jacobs Privacy & AI Law that provide services as independent controllers are themselves responsible for compliance with the GDPR in relation to the further processing of your personal data. Examples include an accountant, civil-law notary, or another third party engaged for the purpose of obtaining a second opinion or expert report.

3. Transfers Outside the EEA

Some suppliers of Jacobs Privacy & AI Law may be located outside the European Economic Area (“EEA”). If these suppliers process your personal data on behalf of Jacobs Privacy & AI Law, Jacobs Privacy & AI Law ensures that appropriate safeguards are in place to provide an equivalent and adequate level of protection for your rights and freedoms in accordance with the GDPR. This may, for

example, be achieved by ensuring that the supplier is bound by standard contractual clauses approved by the European Commission for international data transfers.

4. Security of Personal Data

Jacobs Privacy & AI Law attaches great importance to the security and protection of your personal data. Jacobs Privacy & AI Law has implemented appropriate technical and organisational measures to protect your personal data against destruction, loss, alteration, unauthorised disclosure or unauthorised access. These measures ensure the confidentiality of your personal data and safeguard its integrity and availability.

Where Jacobs Privacy & AI Law uses the services of third parties, such as an IT provider, Jacobs Privacy & AI Law will include appropriate arrangements concerning adequate security measures in a data processing agreement for the protection of personal data.

5. Retention Period for Personal Data

Jacobs Privacy & AI Law does not retain personal data for longer than is necessary for the purposes of the processing described above or as required by applicable laws and regulations. In such cases, only the personal data specifically required for that purpose will be retained for the applicable retention period.

In conformity with the recommendation of the Dutch Bar Association Jacobs Privacy & AI Law retains the files it has handled in principle for a period of five years. Certain personal data contained in case files may need to be retained for a maximum period of 20 years on advice of the Dutch Bar Association. Jacobs Privacy & AI Law applies standard retention periods if this is required to comply with minimum statutory retention periods. For example, data required for the bookkeeping is retained for seven years. In the event of an existing or anticipated dispute or legal proceedings, Jacobs Privacy & AI Law may retain your personal data for a longer period.

6. Exercising Your Rights

Requests to access, amend, delete or receive your personal data, as well as other questions concerning the processing of your personal data, may be submitted by email to jacobs@jpai.nl.

If Jacobs Privacy & AI Law is unable to comply with your request, it will always explain the reasons for this. If you wish to receive your personal data from Jacobs Privacy & AI Law and your request is accepted, Jacobs Privacy & AI Law will provide the personal data to you, or to another party designated by you, in a structured, commonly used and machine-readable format.

If you wish to withdraw your consent or object to the further processing of your personal data, you may also contact Jacobs Privacy & AI Law at jacobs@jpai.nl. Following your objection, Jacobs Privacy & AI Law will delete the relevant personal data unless compelling legitimate grounds or a legal obligation require Jacobs Privacy & AI Law to retain it. If this is the case, Jacobs Privacy & AI Law will inform you and explain its assessment.

If you have complaints about how Jacobs Privacy & AI Law processes your personal data or handles your requests, you may also contact Jacobs Privacy & AI Law at jacobs@jpai.nl. If this does not result in a satisfactory resolution, you may exercise your right to lodge a complaint with the Dutch Data Protection Authority (Autoriteit Persoonsgegevens) or bring proceedings before the competent court.

There may be circumstances in which Jacobs Privacy & AI Law is unable to comply, or fully comply, with a request made by you as a data subject. This may, for example, be due to lawyers' professional duty of confidentiality or statutory retention periods.

To ensure that Jacobs Privacy & AI Law provides the relevant personal data to the correct person in response to your request, Jacobs Privacy & AI Law may ask you to provide a copy of a valid passport or identity document for verification purposes, with your photograph and citizen service number (BSN) obscured. Once your identity has been verified, the copy will be deleted. Jacobs Privacy & AI Law will only process requests relating to your own personal data.

7. Cookies

This website uses only strictly necessary cookies. These cookies are required for the technical operation of the website and are not used for analytics, advertising or marketing purposes. WordPress places a temporary cookie (`wordpress_test_cookie`) to check whether your browser supports cookies. This cookie is not used to track you as a visitor and is deleted at the end of your browser session. You can delete or block cookies through your browser settings. Please note that blocking strictly necessary cookies may affect the functioning of the website.

8. Questions & Contact

If you have any questions or comments about the processing of your personal data or this Privacy Statement, please contact Jacobs Privacy & AI Law using the details below.

Jacobs Privacy & AI Law

Kleine Wiel 6

1398 JB Muiden

E: jacobs@jpai.nl

9. Amendments to this Privacy Statement

This Privacy Statement may be amended from time to time. Any amendments will be published on the website. We therefore recommend checking the website regularly.

Last updated on 1 September 2026