

## Privacy Policy Clevir Solutions

At Clevir Solutions, we believe it is important to handle personal data with care. This privacy policy explains which data we process, why we do so, and how we ensure your data is kept secure.

### What data do we process?

When you use our Apps or contact us, we only process the data necessary to provide our services:

- First and last name
- Company name and address details
- Job title/role within the organization
- Telephone number
- Email address

We do not process IP addresses or other technical data from your devices.

### Why do we process data?

We use personal data solely for:

- Contact and communication
- Access and roles within our Apps
- Support and assistance
- Invoicing and administration

We do not use your data for other commercial purposes and only share it with third parties when strictly necessary (for example, hosting within Microsoft Power Platform) or if required by law.

### Retention period

We do not retain personal data longer than necessary to provide our services, or for as long as legally required.

### Security

We take appropriate technical and organizational measures to protect your data against loss, misuse, or unauthorized access.

### Your rights

You have the right to access, correct, or delete your personal data. You can always contact us to exercise these rights.

### Contact

Clevir Solutions B.V.  
Westervoortsedijk 73-LB  
6827 AV Arnhem  
Netherlands

Email: [contact@clevirsolutions.com](mailto:contact@clevirsolutions.com)

## Cookie Policy Clevir Solutions

Our website uses cookies. A cookie is a small text file stored in your browser on your computer, tablet, or smartphone during your first visit.

### Types of cookies we use

- Functional cookies – ensure the website functions properly (for example, remembering preferences).
- Analytical cookies – help us understand how visitors use the website, allowing us to improve it. This data is anonymous and cannot be traced back to an individual.

We do not use tracking cookies to follow your browsing behavior across other websites, nor do we display personalized advertisements.

### Managing or deleting cookies

You can manage cookies yourself through your browser settings. There, you can delete existing cookies and prevent new cookies from being stored. Please note that some parts of our website may not function properly if you disable cookies.