

### Privacy statement In Flux coaching

When you fill in the contact form or make use of coaching, you share your data with In Flux. This statement briefly and clearly explains what data is involved, why In Flux uses it, and how it is protected.

### What data does In Flux process

In Flux only collects data that is necessary to contact you or carry out a coaching programme:

- name
- email address
- telephone number
- address and billing information, if applicable
- information that you share with In Flux yourself
- technical information such as IP address or browser (for security and basic statistics)
- notes from coaching sessions

### How In Flux uses this information

In Flux uses your information to:

- respond to your message,
- make appointments and provide coaching,
- carefully arrange invoicing and administration,
- ensure that the website works properly and securely,
- approach you for a review of your experiences with coaching at In Flux for the In Flux website.

Data is not used for any other purposes and is never sold. In Flux will only share data with third parties when necessary (e.g. accounting) or when required by law. Notes from conversations are never shared with third parties.

If you do not wish to share a review for the In Flux website, you can indicate this at the end of the coaching programme.

### Social media

If you contact us via social media, the platform may pass on certain data. Which data this is depends on your settings on that platform.

### Security

In Flux protects your data by means of, among other things:

- a secure connection (SSL),
- restricted access to systems,
- secure storage.

#### Retention period

In Flux only retains contact forms for as long as necessary to respond. Administrative data is retained for as long as required by law.

Notes from conversations are retained anonymously and destroyed no later than two years after the start of the coaching conversations.

#### Transfer

In Flux processes data within the European Union and never transfers it to countries without an adequate level of protection.

#### Cookies

The website only uses functional and limited analytical cookies. You can disable cookies via your browser.

#### Your rights

You have the right to:

- view your data,
- have it modified,
- have it deleted,
- have it transferred,
- or object to its processing.

You can send a request to: [info@influxcoaching.nl](mailto:info@influxcoaching.nl)

If you have any concerns, please contact the Data Protection Authority.

#### Contact

In Flux Career & Executive Coaching

Chamber of Commerce 80122876

Email: [info@influxcoaching.nl](mailto:info@influxcoaching.nl)