

## **Privacy Policy VBO / YMK**

Privacy Policy VideoBankOnline, hereinafter referred to as VBO, also acting under the trade name Your Media Kit, hereinafter referred to as YMK

This privacy policy applies to all activities of VBO / YMK. By using the services of VBO / YMK, you agree to the terms and conditions contained in these Regulations.

VBO / YMK deals with personal data carefully. The data you have disclosed as a user or as a supplier or at other times are used solely for the purpose of operating VBO / YMK and its database. Your data will not be disclosed to third parties unless this is necessary for the proper functioning of VBO / YMK. Your data will not be sold to third parties. If official authorities require access to personal information on legal grounds, VBO / YMK may proceed to provide this information.

### **Default data**

VBO / YMK asks all users that apply for registration in which organization they are employed, address details of that organization, the business phone number on which they can be reached and their business email address.

VBO / YMK requests all Suppliers to provide their company data, including VAT number, and data of a contact person, These are the minimum requirements to invoice suppliers. The data is used exclusively by VBO / YMK for its own service.

### **Storage and security data**

All personal information of users and suppliers is stored securely in the administrative database. This database is exclusively accessible to VBO / YMK and / or licensee employees as far as it is necessary for their function.

### **Changes**

This Privacy Policy is effective as from February 20, 2009. VBO / YMK reserves the right to make changes to these rules at all times. Any changed rules will only apply to personal information obtained after the date of publication of the amended rules. Visitors to the Website are responsible for keeping up to date with the correct version of the privacy policy.

### **Disclaimer**

The VBO / YMK Privacy Policy applies to all pages that are visible within the internet domains [www.videobankonline.nl](http://www.videobankonline.nl) and [www.videobankonline.com](http://www.videobankonline.com), [www.yourmediakit.com](http://www.yourmediakit.com), [yourmediakit.nl](http://yourmediakit.nl) and subdomains of these domain names.

### **Usage statistics**

VBO / YMK keeps statistics about the number of uploaded and downloaded files, among other data. The collected data relates solely to the detailed actions on the Website, and are intended to monitor the data traffic and data storage of VBO / YMK properly and, if necessary, to provide providers with insights into the downloads of their content.

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