

Privacy Policy

Timeless Investments B.V.
Kauwgomballenfabriek
Last updated: November 23, 2025

1. Introduction

Timeless Investments B.V. (hereinafter: "we", "us", "our") takes the protection of your personal data very seriously. We process personal data in accordance with the General Data Protection Regulation (GDPR) and the Dutch Implementation Act (Uitvoeringswet AVG).

This privacy policy explains which personal data we collect, why we collect it, how we use it, and what rights you have regarding your personal data when you visit our website kauwgomballenfabriek.nl or use our services.

2. Who is responsible for your data?

Data Controller:

Timeless Investments B.V.
Email: bookings@kbfwarehouse.com

If you have any questions about this privacy policy or about how we handle your personal data, please contact us using the details above.

3. What personal data do we collect?

We collect and process the following categories of personal data:

- **Contact information:** Name, email address, telephone number, company name
 - **Communication data:** Content of messages, questions, or requests you send to us
 - **Website usage data:** IP address, browser type, device information, pages visited, time and date of visit, referring website
 - **Cookie data:** Information collected through cookies and similar technologies (see our Cookie Policy below)
 - **Marketing and advertising data:** LinkedIn advertising identifiers, interaction with advertisements
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4. How do we collect your personal data?

We collect personal data in the following ways:

- When you fill out a contact form on our website
- When you send us an email or call us
- When you visit our website (through cookies and analytics tools)
- When you interact with our LinkedIn advertisements
- When you request information about available office spaces or meeting rooms

5. Why do we process your personal data?

We process your personal data for the following purposes and legal bases:

Purpose	Legal Basis	Data Categories
Responding to inquiries and requests	Legitimate interest	Contact information, communication data
Providing information about our services	Legitimate interest	Contact information
Managing office space rentals and bookings	Contract performance	Contact information, communication data
Website functionality and security	Legitimate interest	Website usage data, IP address
Website analytics (Google Analytics)	Consent	Website usage data, cookie data
Marketing and advertising (LinkedIn)	Consent	Marketing data, cookie data
Improving our services and website	Legitimate interest	Website usage data, communication data
Compliance with legal obligations	Legal obligation	Contact information, communication data

Table 1: Processing purposes and legal bases

6. Sharing your personal data

We may share your personal data with the following parties:

- **Related parties:** Contact information submitted through our website may be shared with real estate brokers, property managers, and other business entities within the Timeless Investments B.V. business network for the purpose of responding to your inquiry or providing the requested services

- **Service providers:** We work with third-party service providers who process data on our behalf, including:
 - Website hosting providers
 - Email service providers
 - Analytics providers (Google Analytics)
 - Advertising platforms (LinkedIn)
- **Legal authorities:** When required by law or to protect our legal rights

Important: We do not sell your personal data to third parties. We only share your contact information with parties related to our business operations (such as brokers and property managers) to fulfill your requests. We do not share your data with companies outside our business network for their own marketing purposes.

All third-party processors are contractually bound to protect your data and use it only for the purposes we specify.

7. International data transfers

Some of our service providers may be located outside the European Economic Area (EEA):

- **Google Analytics:** Google stores data on servers in the United States and other countries. Data transfers are protected by Google's Standard Contractual Clauses and additional safeguards[web:18][web:21][web:27]
- **LinkedIn:** LinkedIn Corporation (USA) processes advertising data. Transfers are protected by Standard Contractual Clauses approved by the European Commission[web:12][web:15]

We ensure that appropriate safeguards are in place for all international data transfers in accordance with GDPR requirements.

8. How long do we keep your data?

We retain your personal data only for as long as necessary for the purposes outlined in this policy:

Data Type	Retention Period
Contact form submissions	2 years after last contact
Email correspondence	2 years after last contact
Google Analytics data	14 months (configurable)
Cookie data	Maximum 13 months
Contract and rental information	7 years (legal requirement)

Table 2: Data retention periods

After the retention period expires, we will securely delete or anonymize your personal data.

9. Your rights under GDPR

You have the following rights regarding your personal data:

- **Right of access:** You can request a copy of the personal data we hold about you
- **Right to rectification:** You can ask us to correct inaccurate or incomplete data
- **Right to erasure ("right to be forgotten"):** You can request deletion of your data in certain circumstances
- **Right to restriction:** You can request that we limit how we use your data
- **Right to data portability:** You can request your data in a structured, machine-readable format
- **Right to object:** You can object to processing based on legitimate interests or for direct marketing purposes
- **Right to withdraw consent:** Where processing is based on consent, you can withdraw it at any time
- **Right to lodge a complaint:** You can file a complaint with the Dutch Data Protection Authority (Autoriteit Persoonsgegevens)

To exercise any of these rights, please contact us at bookings@kbffwarehouse.com. We will respond to your request within one month.

Filing a complaint:

If you believe we have not handled your personal data properly, you have the right to lodge a complaint with the supervisory authority:

Autoriteit Persoonsgegevens
Postbus 93374
2509 AJ Den Haag
The Netherlands
Telephone: (+31) - (0)70 - 888 85 00
Website: www.autoriteitpersoonsgegevens.nl

10. Security measures

We implement appropriate technical and organizational measures to protect your personal data against unauthorized access, loss, misuse, or alteration:

- Secure (HTTPS) website connections
 - Access controls and authentication
 - Regular security updates and monitoring
 - Encryption of sensitive data
 - Contractual obligations with processors
 - Employee training on data protection
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11. Cookie Policy

What are cookies?

Cookies are small text files that are placed on your device (computer, tablet, or smartphone) when you visit our website. Cookies help us make our website function properly and provide you with a better user experience.

What types of cookies do we use?

We use the following categories of cookies on our website:

Category	Purpose	Consent Required	Duration
Functional cookies	Essential website operation	No	Session / 1 year
Analytical cookies	Website usage analysis (Google Analytics)	Yes	14 months
Marketing cookies	Targeted advertising (LinkedIn)	Yes	13 months

Table 3: Cookie categories

Functional cookies (necessary)

These cookies are essential for the website to function properly. They enable basic features such as page navigation and access to secure areas. The website cannot function properly without these cookies.

We use functional cookies for:

- Remembering your cookie preferences
- Maintaining session information
- Ensuring website security

Legal basis: Legitimate interest (these cookies are strictly necessary for website functionality)[web:17][web:20][web:23]

Analytical cookies (Google Analytics)

We use Google Analytics to understand how visitors use our website. This helps us improve our website and services.

Google Analytics collects:

- Pages you visit and how long you stay
- How you arrived at our website
- What device and browser you use
- Your approximate location (country/city level)

- Anonymized IP addresses

Google Analytics configuration:

- IP anonymization is enabled
- Data sharing with Google is disabled
- Data retention is set to 14 months
- User-ID tracking is not used

Legal basis: Consent (we only activate Google Analytics after you accept analytical cookies)[web:18][web:21][web:24][web:27]

Opt-out: You can also install the [Google Analytics Opt-out Browser Add-on](#) to prevent your data from being collected by Google Analytics across all websites.

Marketing cookies (LinkedIn Advertising)

We use LinkedIn advertising to show relevant advertisements to visitors who have shown interest in our services.

LinkedIn Insight Tag collects:

- Website visits and pages viewed
- Actions taken on our website
- LinkedIn profile data (when you are logged in to LinkedIn)
- Device and browser information

We use this data to:

- Show relevant advertisements on LinkedIn
- Measure the effectiveness of our advertising campaigns
- Create audiences for targeted advertising
- Analyze conversion and engagement

Legal basis: Consent (we only activate LinkedIn tracking after you accept marketing cookies)[web:17][web:20]

More information: LinkedIn's privacy policy: <https://www.linkedin.com/legal/privacy-policy>

Cookie consent

When you visit our website for the first time, we will ask for your consent to place non-essential cookies (analytical and marketing cookies) through a cookie banner.

You can:

- Accept all cookies
- Accept only functional cookies
- Customize your cookie preferences
- Reject all non-essential cookies

Your choice is stored for 13 months. You can change your cookie preferences at any time by clicking the "Cookie Settings" link in the footer of our website.

Important: If you reject analytical or marketing cookies, we will not place these cookies, but this may limit some website functionality and personalization[web:17][web:20][web:29].

Managing cookies in your browser

You can also manage or delete cookies through your browser settings:

- **Chrome:** Settings → Privacy and security → Cookies and other site data
- **Firefox:** Settings → Privacy & Security → Cookies and Site Data
- **Safari:** Preferences → Privacy → Manage Website Data
- **Edge:** Settings → Privacy, search, and services → Cookies and site data

Please note that blocking all cookies may affect your ability to use certain features of our website.

Third-party cookies

Please note that third parties (such as Google and LinkedIn) may also place cookies through our website. We do not control these cookies. Please refer to the privacy policies of these third parties for more information about their cookies:

- Google Privacy Policy: <https://policies.google.com/privacy>
- LinkedIn Privacy Policy: <https://www.linkedin.com/legal/privacy-policy>

12. Links to other websites

Our website may contain links to third-party websites. We are not responsible for the privacy practices or content of these external websites. We recommend that you read the privacy policies of any third-party websites you visit.

13. Changes to this privacy policy

We may update this privacy policy from time to time to reflect changes in our practices or for legal, operational, or regulatory reasons. We will post the updated policy on this page with a new "Last updated" date.

If we make significant changes that affect your rights, we will notify you by email or through a prominent notice on our website.

We encourage you to review this privacy policy periodically to stay informed about how we protect your personal data.

14. Contact us

If you have any questions, concerns, or requests regarding this privacy policy or our data processing practices, please contact us:

Timeless Investments B.V.

Email: bookings@kbftwarehouse.com

We will respond to your inquiry as soon as possible, and in any case within one month as required by GDPR.

Developer Implementation Notes

For web developers implementing this privacy policy:

Cookie Banner Implementation

1. **Install a GDPR-compliant consent management platform (CMP):**
 - Recommended: Cookiebot, OneTrust, or CookieYes
 - Must comply with both GDPR and Google Consent Mode v2[web:17][web:20]
2. **Cookie banner requirements:**
 - Display on first visit before loading non-essential cookies
 - Equal prominence for "Accept" and "Reject" buttons
 - Allow granular consent (separate choices for analytical/marketing)
 - Store consent for maximum 13 months
 - Provide easy way to change preferences later
 - Show clear information about each cookie category
3. **Implementation checklist:**
 - Cookie information text
 - Accept All Reject All Cookie Settings

Google Analytics Setup (GA4)

1. **Enable IP anonymization**
2. **Set data retention to 14 months**
3. **Disable data sharing with Google**
4. **Implement consent mode:**

```
// Only load GA4 after user consent
if (userConsentedToAnalytics) {
  gtag('config', 'G-XXXXXXXXXX');
}
```

LinkedIn Insight Tag Setup

1. **Install LinkedIn Insight Tag only after consent**
2. **Configuration:**

```
// Only load LinkedIn tag after user consent
if (userConsentedToMarketing) {
  _linkedin_partner_id = "XXXXXXXX";
  // Load LinkedIn script
}
```


Cookie Settings Page

Create a dedicated page or modal where users can:

- View all cookies currently set
- Change their preferences
- Learn more about each cookie category
- Clear all cookies

Testing Checklist

- ☐ Cookie banner appears on first visit
- ☐ Banner does not load non-essential cookies before consent
- ☐ All buttons work correctly
- ☐ Preferences are saved and respected
- ☐ Settings can be changed later
- ☐ Google Analytics only loads with consent
- ☐ LinkedIn tag only loads with consent
- ☐ Privacy policy page is accessible from footer
- ☐ Contact form includes privacy notice
- ☐ GDPR rights request process is functional

Content Updates

When updating this privacy policy on the website:

1. Update the "Last updated" date
2. Keep previous versions archived
3. Notify users of significant changes via email if you have their consent
4. Update the cookie banner if cookie practices change

Legal Requirements

- Privacy policy must be easily accessible (footer link)
- Contact forms must include checkbox for privacy policy acceptance
- Maintain records of consent (who, when, what)
- Implement data subject rights request process
- Document data processing activities (GDPR Article 30)