

PRIVACY POLICY

Sandra Vlerick — Coaching, Workshops & Digital Products

Version: April 2026 | In compliance with GDPR (Regulation (EU) 2016/679)

Sandra Vlerick attaches great importance to your privacy and the protection of your personal data. This statement explains which data are collected, why, how long they are retained, and what rights you have.

1. Identity of the Data Controller

The data controller within the meaning of the GDPR is:

Name: Sandra Vlerick

Address: Leeuwerikenlaan 20, 1742 Ternat, Belgium

Company number: BE1020.750.497

Phone: 0456 / 07 86 59

E-mail: contact@sandravlerick.com

For all questions about your personal data or about this privacy policy, please contact us at the e-mail address above.

2. What Personal Data Does Sandra Vlerick Process?

Depending on the services you use, Sandra Vlerick processes the following categories of personal data:

- Identification data: name, first name, address
- Contact data: e-mail address, phone number
- Payment data: bank account number (for refunds), payment history
- Service data: booked sessions, programmes, purchases
- Communication data: messages sent via e-mail or contact form
- Marketing data: preferences and interests, subject to consent

Sandra Vlerick does not explicitly process special categories of personal data (such as health data, political or religious beliefs) unless you expressly consent to this within the context of a coaching programme.

Sandra Vlerick does not record sessions, unless with the explicit written consent of the client.

3. Purposes and Legal Bases of Processing

Sandra Vlerick processes your personal data solely for the following purposes and on the basis of the following legal grounds:

Client management and performance of the contract (legal basis: contractual necessity, Art. 6.1.b GDPR)

For scheduling sessions and programmes, sending confirmations and follow-up communications, and for invoicing and administration.

Direct marketing (legal basis: legitimate interest, Art. 6.1.f GDPR)

To occasionally inform you about new services, workshops, or activities. You may object to this at any time (see Article 5).

Newsletter and personalised communication (legal basis: consent, Art. 6.1.a GDPR)

Only if you have explicitly subscribed. You may withdraw your consent at any time.

Legal obligations (legal basis: legal obligation, Art. 6.1.c GDPR)

For maintaining accounting and tax records in accordance with Belgian legislation.

4. Retention Period

Sandra Vlerick retains your personal data no longer than necessary for the purpose for which they were collected:

- Client and contract data: 10 years after the end of the collaboration (statutory accounting retention obligation)
- Marketing data: until you unsubscribe or object
- Consent data (newsletter etc.): until withdrawal of consent
- Communication data (e-mails etc.): maximum 2 years after last contact

5. Your Rights

As a data subject within the meaning of the GDPR, you have the following rights:

Right	What does this mean?
Right of access	You may request which personal data Sandra Vlerick processes about you.
Right to rectification	You may have inaccurate or incomplete data corrected.
Right to erasure	You may request that your data be deleted ('right to be forgotten').
Right to restriction	You may request that processing be temporarily suspended.
Right to data portability	You may request your data in a readable format for transfer.
Right to object	You may object to processing, including for direct marketing purposes.

You may exercise your rights by sending an e-mail to contact@sandravlerick.com. Sandra Vlerick will respond within 30 calendar days. In some cases, Sandra Vlerick may ask you to confirm your identity.

Would you prefer not to receive any further direct marketing? A simple message to the e-mail address above is sufficient.

6. Transfer to Third Parties

Sandra Vlerick does not transfer your personal data to third parties without your explicit consent, unless:

- this is necessary for the performance of the contract (e.g. an online payment provider);
- Sandra Vlerick is required to do so by law or court order;
- the recipients are processors acting on behalf of Sandra Vlerick with whom Sandra Vlerick has concluded a data processing agreement.

Some suppliers engaged by Sandra Vlerick are located outside the European Economic Area. Sandra Vlerick only shares your personal data with third parties outside the EEA where they have signed a data processing agreement and guarantee an adequate level of protection, specifically:

- transfers take place to third countries outside the EEA or to international organisations that offer an adequate level of protection; or
- transfers take place with Sub-Processors subject to binding corporate rules recognised in Belgium as providing an adequate level of protection; or
- prior to the transfer, a standard data protection agreement based on the model established by the European Commission was signed between Sandra Vlerick and the supplier.

7. Website and Cookies

When you visit Sandra Vlerick's website, cookies may be placed. A cookie is a small text file stored on your device. Sandra Vlerick uses functional cookies (necessary for the operation of the website) and, where applicable, analytical cookies (to measure website traffic).

You can manage and delete cookies via your browser settings. More information about cookies can be found at www.allaboutcookies.org.

8. Filing a Complaint

Are you dissatisfied with the way Sandra Vlerick processes your personal data? Please first contact her at contact@sandravlerick.com. If no amicable resolution is reached, you may file a complaint with the competent supervisory authority:

Data Protection Authority (DPA)

Address: Drukpersstraat 35, 1000 Brussel

E-mail: contact@apd-gba.be

Website: www.gegevensbeschermingsautoriteit.be

9. Amendments to this Policy

Sandra Vlerick reserves the right to amend this privacy policy at any time, for example as a result of new services or changes in legislation. The most recent version is always available on the website. In the event of significant changes, Sandra Vlerick will notify you by e-mail.

Date of last update: April 2026.

Declaration of Agreement

By booking a session or entering into an agreement with Sandra Vlerick, the client confirms having read and agreed to this privacy policy in its entirety.