

## PRIVACY POLICY – FAKTURA DANMARK ApS

Effective from: 2026

### 1. Data controller

Faktura Danmark ApS is the data controller for the processing of personal data.

CVR: 36455071

Email: [kundeservice@fakturadanmark.dk](mailto:kundeservice@fakturadanmark.dk)

### 2. Personal data processed

We process the information you provide when using our services, including:

- Name, email address, and phone number
- CVR number or the first 6 digits of the CPR number (date of birth)
- Invoice data and attachments submitted for processing

### 3. Purpose of processing

The data is used solely to process and send electronic invoices, as well as for customer service and administration.

### 4. Retention period

Emails and related information are generally stored for up to 1 month.

If there is an ongoing case or a legal obligation, data may be retained longer.

### 5. Third parties

We use third-party systems for e-invoicing, email, and hosting, including the Peppol network and Microsoft Outlook.

Data is only shared to the extent necessary to deliver our service.

### 6. Data security

We implement appropriate technical and organisational measures to protect your data.

### 7. Your rights

You have the right to access, rectify, delete, and restrict the processing of your personal data.

### 8. Complaints

If you wish to complain about our processing of personal data, you may contact the Danish Data Protection Agency (Datatilsynet).

Faktura Danmark ApS

[kundeservice@fakturadanmark.dk](mailto:kundeservice@fakturadanmark.dk)