

Privacy notice

How Zitha & Houwen handles personal data when you visit this website or contact us about Convenor.

Last updated 1 October 2026

1. Who is responsible

Convenor is a product of Zitha & Houwen, a general partnership (vennootschap onder firma, VOF) under Dutch law, established in Delft, the Netherlands (see [company details](#)). For the personal data described in this notice we are the controller under the General Data Protection Regulation (GDPR).

For anything about your data, write to legal@convenor.eu. We are not required to appoint a data protection officer and have not done so; this address reaches the people who handle data protection.

2. What we collect, why, and on what basis

When you email us

Your email address, your name if you give it, and what you write. We use them to answer you, on the same legal basis: steps before a possible contract (Art. 6(1)(b)) and our legitimate interest in replying (Art. 6(1)(f)).

When you visit a page

To deliver a page, our hosting provider has to process your IP address, the page you ask for, the time, and your browser type. It uses them to serve the site and to protect it against attacks. We keep no visitor logs ourselves and do not use this data to identify you. Legal basis: our legitimate interest in a working, secure website (Art. 6(1)(f)).

Your light or dark choice

If you use the theme switch, your choice is kept in your own browser (local storage). It never leaves your device.

What we do not do

This website sets **no cookies**, so there is nothing to accept or refuse. We do not measure visits. We do not sell personal data, use it for advertising, build profiles, or take decisions about you by automated means.

3. Who processes it for us

Only the small team behind Convenor reads your messages. To run the website and our mailboxes we use these providers, who handle data on our behalf under a data processing agreement:

- **Microsoft Azure** (Microsoft Ireland Operations Ltd.) hosts this website, in the EU.
 - **Microsoft 365** (Microsoft Ireland Operations Ltd.) holds our mailboxes, in the EU. Your messages arrive there.
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4. Outside the European Union

Your data is stored in the EU. Microsoft is part of a United States group, so in rare cases, for example for support or maintenance, staff outside the EU may be able to see it. Safeguards cover this: the European Commission's adequacy decision for the EU-US Data Privacy Framework, in which Microsoft takes part, and the standard contractual clauses in Microsoft's data processing terms. Write to us if you would like a copy.

5. How long we keep it

- **Your messages and our replies:** 12 months after our last contact. If the conversation leads to a contract, we keep what the contract and the law require, for example 7 years for the records Dutch tax law requires.
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6. Your rights

You can ask us for a copy of your personal data, and to correct it, delete it, restrict its use, or hand it over in a portable format. You can object at any time to our use of it based on our legitimate interest. Write to legal@convenor.eu. We answer within one month. If we first need to check that the request is really yours, we tell you.

If you think we handle your data wrongly, please tell us, so we can put it right. You also have the right to complain to a data protection authority: in the Netherlands the [Autoriteit Persoonsgegevens](#), or the authority in the EU country where you live or work.

7. Changes

When we change how we handle data, we update this notice and the date at the top. If a change matters for you and we have your email address, we tell you.

8. Questions

Write to legal@convenor.eu. For anything else: info@convenor.eu.