

The Mattaka Studio – Privacy Statement

Oct 3, 2026 · @Emily

Your privacy matters to us. This statement explains what personal data The Mattaka Studio collects, why, how we protect it, and what rights you have. It applies to our website, newsletter, free and paid online courses, intro calls, sessions, programmes and all other services.

Draft status: this is a working draft, not legal advice. Fill in the bracketed tools and check it with a privacy or legal professional before publishing.

Who we are

The Mattaka Studio is the controller of your personal data under the General Data Protection Regulation (GDPR, in Dutch: AVG).

Detail	
Legal entity	Rebel Content Company, trading as The Mattaka Studio
Address	Tugelastraat 47, 2021 TB Haarlem, the Netherlands
Chamber of Commerce (KvK)	58078312
Email for privacy questions	hello@themattakastudio.com
Website	themattakastudio.com

1. What personal data we collect

We only collect what we need. Depending on how you work with us, this can include:

- **Contact details:** name, email address, phone number, and for business clients your company name, address, KvK and VAT number.
- **Booking details:** what you share when you book The Possibility Call or a session, such as your answers to intake questions.
- **Order and payment details:** what you bought, when, the amount paid and your invoice details. Payments are handled by our payment provider; we never see or store your full card or bank details.
- **Course and newsletter data:** your sign-up details, which courses you can access and your progress, and whether you open or click our emails.

- **Session and programme content:** notes, worksheets, messages, and content you send us for feedback or editing.
- **Website data:** technical data such as IP address, browser and pages visited, collected through cookies (see section 7).
- **Communication:** emails, DMs and messages you send us.

2. Why we use your data and on what legal basis

The GDPR only allows us to use your data when there is a legal basis for it. This is what we use your data for, and why we are allowed to.

Purpose	Legal basis
Delivering sessions, programmes, readings and courses	Performance of our agreement with you
Scheduling calls and sessions, and contacting you about them	Performance of the agreement, or steps you asked for before one
Processing payments, invoicing and bookkeeping	Legal obligation (Dutch tax law)
Sending our newsletter and free course emails	Your consent
Sending relevant updates to existing clients about similar services	Our legitimate interest (you can opt out anytime)
Answering your questions and messages	Our legitimate interest in helping you
Improving our website, content and services	Our legitimate interest, or your consent for non-essential cookies
Sharing your testimonial, name or results publicly	Your consent
Handling complaints, disputes and legal claims	Our legitimate interest and legal obligation

We do not sell your data, and we do not use it for automated decision-making or profiling with legal or similarly significant effects.

3. Sensitive information shared in sessions

Our work goes deep: identity, money mindset, visibility, and nervous system regulation. In sessions you may choose to share personal stories, or information about your health, wellbeing or emotional state.

- We never ask you to share sensitive information, and you decide what you share.
- If you share information about your health or wellbeing, we use it only to support you within the session or programme, based on your explicit consent. You can withdraw that consent at any time.
- We keep session notes to a minimum, store them securely, and never share them with anyone.
- We never use what you share in sessions in our content, case studies or marketing, unless you give separate permission and approve the text first.

4. Newsletter, free course and marketing

When you sign up for our newsletter or a free course such as Show Up Like a Leader, we use your name and email address to send you the course, our newsletter, and occasional offers.

- You only receive these emails after you have signed up.
- Every email has an unsubscribe link. You can also email us to be removed.
- We may see whether you open or click our emails, so we can send content that is useful to you.
- After you unsubscribe, we keep only your email address on a suppression list, so we don't email you again by mistake.

5. Who we share your data with

We only share your data with parties that help us run our business, and only what they need. Where they process data on our behalf, we have a data processing agreement with them.

Party	What for
Plug&Pay	Checkout, orders, payments and invoices
Mollie	Processing payments
Calendly	Booking The Possibility Call and sessions

Party	What for
MailerLite	Newsletter and course emails
Google Workspace	Email and file storage
Zoom	Online sessions
Plug&Pay	Hosting our website and online courses
Holthaus Advies (our accountant)	Bookkeeping and tax returns

We may also share data when the law requires us to, for example with the Dutch Tax Administration.

International transfers

Some of these tools are based outside the European Economic Area, for example in the United States. In that case we make sure your data is protected by appropriate safeguards, such as the EU-US Data Privacy Framework or the European Commission's Standard Contractual Clauses.

6. How long we keep your data

We keep your data no longer than needed for the purpose we collected it for, or than the law requires.

Data	How long
Invoices, orders and payment records	7 years, as required by Dutch tax law
Client file, session notes and programme content	Up to 2 years after our last session, unless you ask us to delete it sooner
Data shared about your health or wellbeing	Deleted at the end of your programme, or sooner if you ask
Booking details for The Possibility Call (if you don't become a client)	Up to 6 months after the call
Newsletter and course sign-up	Until you unsubscribe, or after 2 years without opening our emails
Course access and progress	As long as you have access to the course
Emails and messages	Up to 2 years after our last contact

Data	How long
Testimonials	Until you withdraw your permission

7. Cookies and analytics

Our website uses cookies: small files stored on your device.

- **Functional cookies** make the website, checkout and course login work. These do not need your consent.
- **Analytics cookies** help us understand how visitors use our website. We use [analytics tool]. Where these cookies are not privacy-friendly, we only place them with your consent.
- **Marketing cookies** (for example social media pixels) are only placed with your consent. [Remove this line if you don't use them.]

You can change your cookie choices at any time through the cookie banner on our website, or delete cookies in your browser settings. Embedded content such as YouTube videos may set its own cookies; those parties have their own privacy policies.

8. Security, AI tools and minors

Security. We take appropriate technical and organisational measures to protect your data, such as secure passwords, two-factor authentication, encrypted connections (SSL), and limiting access to your data to people who need it. If a data breach happens that puts your rights at risk, we will report it to the Dutch Data Protection Authority and inform you where required.

AI tools. We may use AI tools to support our work, for example for drafting, editing or planning. We do not enter sensitive information you share in sessions into these tools without your permission, and we choose tools that do not use our input to train their models where that option exists.

Minors. Our services are meant for adults. We do not knowingly collect data from anyone under 16. If you believe a child has shared data with us, please contact us and we will delete it.

9. Your rights

Under the GDPR you have the right to:

- **Access** the personal data we hold about you.

- **Correct** data that is wrong or incomplete.
- **Delete** your data, unless we must keep it by law (for example invoices).
- **Restrict** how we use your data.
- **Object** to our use of your data based on legitimate interest, including direct marketing.
- **Data portability**: receive your data in a common format, or have it sent to another party.
- **Withdraw your consent** at any time. This does not affect what we did with your data before.

To use any of these rights, email hello@themattakastudio.com. We may ask you to confirm your identity first. We respond within one month.

10. Complaints and changes

Not happy with how we handle your data? Please tell us first at hello@themattakastudio.com, so we can make it right. You also have the right to file a complaint with the Dutch Data Protection Authority (Autoriteit Persoonsgegevens) at autoriteitpersoonsgegevens.nl, or with the supervisory authority in your own EU country.

We may update this privacy statement when our services or the law change. The latest version is always on our website. If a change is significant, we will let you know by email.

Version 1.0, [date of publication].