*[Space for your logo and company information]*

**Your group insurance is being transferred from Delta Lloyd Life to NN Insurance Belgium**
Dear colleague,

You have a group insurance or a bonus retirement scheme with us from Delta Lloyd Life.

Please be informed that Delta Lloyd Life and NN Insurance Belgium (NN) have been a single insurance provider since 30 March 2018: NN Insurance Belgium SA/NV. A financially sound company that helps people protect the things that matter to them.

**Your contract will be transferred to NN Insurance Belgium, but will not change**
All existing products and contract terms and conditions shall remain valid and unchanged. This merger will, therefore, have no impact on your return. The address of our registered office is Avenue Fonsny/Fonsnylaan 38, 1060 Brussels, Belgium.

**New brand name and logo**
What is changing? The brand name Delta Lloyd Life is gone. From now on, you will see the NN logo on all your insurance documents.

**New privacy law**
On 25 May 2018, the General Data Protection Regulation (GDPR) comes into force. It will ensure better protection for natural persons. You can find more details on the reverse of this letter.

**More information**
Would you like to know more about the merger of Delta Lloyd Life and NN? Check out [www.nn.be/1nn](http://www.nn.be/1nn).

Do you have a specific question about your group insurance or bonus retirement scheme? Your point of contact is and will continue to be *[Insert here the name and contact details of the contact person for group insurance within YOUR COMPANY].*

Yours sincerely,

*[Your signature]*

**New privacy law: General Data Protection Regulation (GDPR)**

Delta Lloyd Life has always handled your data carefully. NN will continue to uphold that policy. On 25 May 2018, the General Data Protection Regulation comes into force. It replaces the Belgian privacy law and gives employees/private individuals more control with regard to how their data is used by organisations. The consequences of this are as follows:

**1. From now on, you can contact a Data Protection Officer (DPO)**

The DPO advises and informs NN on the GDPR and checks that we are complying with the directive. He is your point of contact for any issues relating to privacy, and is best contacted by e-mail (dpo@nn.be) or by post (NN Insurance Belgium, FAO DPO, Fonsnylaan 38, 1060 Brussels, Belgium) if necessary.

**2. The legal bases and reasons for processing your personal data are not changing**

1. NN performs the contract or the pre-contractual measures, such as registering, managing and executing the contract, possibly in favour of a third party.
2. NN complies with the legal requirements, including those relating to insurance and money laundering.
3. NN retains its legitimate interests, such as providing and managing general insurance services, avoiding irregularities, carrying out direct marketing of insurance products and processing data for statistical purposes.
4. NN will only continue to process data relating to your health with your consent.

NN may transfer your personal data to recipients who are connected to your contract(s), on the basis of legal requirements and for processing purposes. The DPO has a list of these.

**3. The retention period is limited**

NN stores your personal data only for as long as is legally necessary.

**4. You have rights**

You can view, amend, transfer or delete your data at any time and free of charge. You can also restrict how the data is processed or object to said processing. Requests should be addressed to the DPO. Please state the date, sign your request and enclose a copy of both sides of your identity card.