



Data Security



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1. Data

As a customer you always remain the owner of all data uploaded in Contractify. Furthermore you can always ask for a general export of all data. This is free of charge once a year.

In addition, there is also the possibility to subscribe to our escrow list. The source code of Contractify is deposited with a notary who keeps it in a safe. The same applies to source code of each software update. If certain conditions are met, such as bankruptcy, the clients who have subscribed to the escrow can ask the notary to provide them with the most recent source code. Afterwards, they are able to keep Contractify life for their own use (i.e. not for commercialisation).

As a customer you can easily subscribe to our escrow list at a registration fee of 5% on your license fee.



2. Backup Procedure

As regards to back up of data in Contractify:

Database + Files on server:

- Daily backup for 14 days
- Weekly backup for 8 weeks (1 backup per week)
- Monthly backup for 6 months (1 backup per month)
- Yearly backup for 1 year (1 backup per year)

The original data is stored in Frankfurt, backups are made in another datacenter in Amsterdam.

Files are stored with DigitalOcean spaces (all documents):

There is a live synchronization to a separate DigitalOcean Space in a physical datacenter and as well to another provider (Amazon). This synchronization happens without ever erasing one single file.

Server:

Weekly there is a complete backup of the server on which the application runs. In addition we also store the data with Amazon S3 in Ireland, there is also a constant synchronization.



3. Data security

The original data is stored on DigitalOcean Serves in their datacenter in Frankfurt, backups are made in Amsterdam.

DigitalOcean serves have the following certificates in place:

- ISO9001
- ISO27001
- ISO14001
- ISO50001
- SSAE16 Type II

Security of files:

Files are not publically available via a direct link. When a file is requested via the application, we generate a secure link to the file which is valid for max. 1h.

Data Security:

Our databases are secured by DigitalOcean, an IP Whitelist is used. Meaning that even when credentials are leaked, no connection can be made when the IP address is not known.

All about security and certification of Amazon can be found: [here](#).



Thank you!

Contractify

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