



Subject: Information on the processing of personal data provided pursuant to Art. 13 of Reg. 2016/679/EU.

Dear Customer,

We hereby inform you that our company carries out the processing of your personal data. The processing is carried out in compliance with the criteria established by the European Regulation on the protection of personal data, Reg. 2016/679/EU (hereinafter **G.D.P.R.**), and any other national legislative text, provision, or authorization from the competent Authority linked to it. According to the indicated legislation, the processing must be based on principles of correctness, lawfulness, and transparency, and the protection of your privacy and your rights.

1) The Data Controller is company TREBESCHI SPAZZOLE SRL in the person of its legal representative Mrs Trebeschi Paola, having seat in via dell'industria, 2 46040 Cavriana (province of Mantova) phone number +39 (0)376 82345 email address info@trebeschispazzole.it

2) Data collected compulsorily for the execution of the contract will be collected without the need for your express consent (pursuant to Art. 6.1 letter b) G.D.P.R.) and will be used for the following purposes:

- **a)** Fulfillment of pre-contractual, contractual, tax, or accounting obligations arising from the existing relationship with you; fulfillment of obligations provided for by law, regulation, EU legislation, or Authorities; and for the management of commercial relations to the extent necessary to best perform the requested service.
 - *In this case, failure to provide personal data prevents the completion of the contractual relationship itself.*

Consent will instead be necessary and express for optional purposes such as (legal basis for processing found in Art. 6.1 letter f) G.D.P.R., legitimate interest of the data controller):

- **b)** Sending informative and promotional material related to our area of expertise, or communications carried out solely for customer loyalty purposes through automated tools (e-mail, fax) as well as traditional contact methods, such as paper mail and/or operator calls, and newsletter activities.

3) Methods: Personal data are processed by the controller and duly appointed processors for the correct fulfillment of the purposes indicated in point 2) using electronic and digital tools and paper archives, as well as the use of security measures designed to guarantee the confidentiality of personal data and to avoid undue access by unauthorized parties. The data controller does not rely solely on automated processes to achieve the purposes set out in this notice, and no profiling is carried out.

4) Communication: Personal data may be communicated to duly appointed external parties who perform activities on behalf of the data controller, such as, by way of example: accountants, credit institutions, and related external professionals. Communication to non-EU third countries is not planned, and dissemination (e.g., social networks, websites, etc.) is not permitted.

5) Retention: The Controller will process personal data for the time necessary to fulfill the aforementioned purposes and, in any case, for no longer than **10 years** from the termination of the relationship for the Purposes indicated in point 2 a), and **2 years** for the purposes referred to in point 2 b), unless there is a tacit renewal of the existing relationship.

6) Rights of the Data Subject: The data subject has the right to request from the data controller access to their personal data, rectification, erasure, or restriction of processing concerning them, as well as the right to object to their processing and the right to data portability. Requests can be made via email, PEC (Certified Email), or registered mail with the subject: **"Request by the data subject,"** specifying the right the data subject wishes to exercise (erasure, rectification, portability, right to be forgotten), together with a valid email/PEC address to which the response should be sent. The data controller, or anyone appointed by them, will proceed to satisfy the request within 30 days of receipt. If the response is complex, this period may be extended by an additional 30 days, following timely notification to the data subject. If you consider it appropriate to assert your rights, you have the right to lodge a complaint with the competent supervisory authority, the **National Privacy Guarantor (Garante Privacy)**, based in Piazza Venezia n. 11, Rome, e-mail: garante@gpdp.it.

ACKNOWLEDGMENT / CONSENT

The undersigned _____, having read the information provided pursuant to Reg. 2016/679/EU, by signing declares to have understood the purposes and methods of processing described therein.

Do you provide your consent to the processing and communication of personal data for the optional purposes referred to in point 2 b) indicated in the aforementioned information?

I give consent I deny consent

Place and date _____

Signature _____