

INFORMATION ON THE PROCESSING OF PERSONAL DATA
Pursuant to art. 13 of the 2016/679 EU Regulation

Dear Customer,

In accordance with current legislation on the protection of personal data (EU Regulation No. 679 of 2016), we wish to inform you that the processing of your personal data is carried out correctly and transparently, for lawful purposes and protecting your privacy and your rights.

Contacts of the Data Controller and Data Processors

The Data Controller of your data is SELMI S.R.L., with registered office located in Via Langhe n. 25, Frazione Pollenzo, 12042 Bra (CN); PEC: certificata@pec.selmi-group.it

The updated list of persons appointed as Responsible pursuant to article 28 of the GDPR is available at the company's headquarters and is knowable through a specific request.

Categories of personal data processed

Only the following personal data will be processed:

- Personal data
- Contact details
- Payment details

Purposes of data processing and storage

Personal data processed by the Data Controller may be used for the following purposes:

- **To execute the contractual agreements:** Being the necessary treatments for the definition of the contractual agreement and for its subsequent implementation, its consent is not required, except in the case in which particular data are given in case of refusal to provide personal data, we will not be able to provide the requested services.
- **To comply with current administrative, accounting and tax obligations:** For these purposes, the processing is carried out without the need to acquire your consent. In case of refusal to provide the data necessary for the above-mentioned obligations, we will not be able to provide the requested services.
The data acquired for these purposes are stored by us for the time provided for by the respective regulations (10 years, and even more in the case of tax assessments);

Method of treatment

Your data will be processed using appropriate paper, electronic and / or telematic means, with logic strictly related to the aforementioned purposes and, in any case, in such a way as to guarantee the security and confidentiality of the data.

Your personal data are processed with the aid of computer tools in a lawful and correct manner for the performance of the above purposes and are protected by appropriate security measures that guarantee the confidentiality, integrity, accuracy, availability and updating.

Recipients or categories of recipients of personal data

Personal data processed by the Data Controller may be disclosed to specific subjects considered as recipients of such personal data. *Article 4 in point 9) of the Rules defines as the recipient of a personal data "the natural or legal person, the public authority, the service or another body that receives communication of pardoned data, whether it is a third party or not "*.

With this in mind, in order to correctly perform all processing activities necessary to pursue the purposes set out in this statement, the following recipients may be able to process the data on behalf of the Data Controller:

- Third parties who perform part of the processing and / or related activities and instrumental activities. These subjects have been appointed as controllers.
- Individuals, employees and / or collaborators of the Owner who are entrusted with specific and / or more processing activities on your personal data. These individuals have been given specific instructions on security and correct use of personal data.
- Subjects, public and private, who can access data under the provisions of law, regulation or community legislation, within the limits set by these rules.

- Subjects who need access to data for purposes additional to the relationship between the parties, within the limits strictly necessary for the performance of ancillary activities, for example: banks and credit institutions, service companies, carriers and companies expeditions

Rights of the interested party

We also inform you that at any time, with regard to personal data, you may exercise your rights under the GDPR 679/2016, within the limits and under the conditions set out in Articles 7 and 15-22. For the exercise of these rights, described below, you can contact the owner at the PEC address certificata@pec.selmi-group.it, preferably indicating in the object "exercise of rights GDPR". This request will be provided with suitable feedback according to the timing established by the GDPR.

By way of example but not exhaustive, the interested party has the right to:

- Revoke the consent previously given, without prejudice to the lawfulness of the treatment based on consent before revocation;
- Ask the Owner to access, rectify, delete personal data or limit the processing of personal data concerning him or to oppose their treatment;
- To obtain data portability;
- Propose a claim to the Guarantor for the protection of personal data if it considers that its rights have been violated

The Data Controller
Selmi S.r.l.

