

Draft for customers

Subject: **Notice and consent to processing of personal data**
(Art. 13 - European Regulation 679 of 27 April 2016)

You are hereby informed that in accordance with Art. 1 of European Regulation 2016/679, the right of citizens to protection of the privacy of their personal data is sanctioned with reference to "sensitive" data, such as those related to health, gender, religion, membership of political parties and race.

On account of commercial relations in progress, we are informing you that your personal data will be processed and kept in our paper and computer files in accordance with Articles 6 and 88 of the above EU Regulation.

Purposes of processing

Your data will be collected for explicit, lawful and defined purposes intended for handling relations with our company and will be processed for purposes of mutual interest; these data are to be considered obligatory for fulfilling certain legal obligations and their use is provided by Art. 6 - letter c) of the above Regulation.

Data processing methods

Your data will be processed in an adequate and pertinent manner limited to the requirements of internal management carried out by using adequate instruments and procedures for guaranteeing protection, security and privacy and may be carried out on hard copies, and by using electronic instruments. Your data may be disseminated to third parties for legal purposes. In addition, by signing this notice, our company can send out advertising material, information on products and other marketing communications by email.

Right to access personal data

Based on Art. 15 of the above EU Regulation, you have the right to obtain information about your personal data in our possession, check accuracy, ask for data to be added and updated and have the right to ask for data to be deleted, set out in Art. 17 below, when your personal data are no longer necessary for the purposes for which they were collected.

This notice is be considered not only fulfilment of the obligation of providing notice, set out in Articles 5 and 6 of the above EU Regulation, but also a request for your authorisation and consent to processing your personal data.

You can give your consent by signing this notice and sending it back to our management department.

Yours sincerely,

for receipt
