

## **INFORMATION ON REQUESTING INFORMATION**

### **ex art.13 EU Regulation 2016/679**

Data collected from the interested party

The following information is provided pursuant to article 13 of the European Data Protection Regulation EU 2016/679 and is intended to provide the following information necessary to ensure correct and transparent processing.

The person in charge of processing is Amico Loano, with registered office in Lungomare Madonna del Loreto, Porto di Loano - Loano (SV) - Italy, VAT number 01959640994, Telephone number +39 019.673765.

### **Nature of the data collected**

The personal data collected are essentially related to:

- identification data (e.g. name, surname, city and country of residence, telephone number, e-mail address)

### **Purposes for processing and legal basis**

The processing of any personal data provided is aimed solely at:

1. Receiving and handling your request correctly.  
The legal basis of the processing is the execution of the contract and legal obligations.
2. To send promotional messages, newsletters or offers.
  - a. Communication about promotional, commercial and advertising activities on events, initiatives or partnerships of our company, by e-mail;
  - b. Analysis and reporting activities related to promotional communication systems, such as the detection of the number of open e-mails, clicks made on links within the e-mail, the type of device used to read the e-mail and the related operating system or the list of people who have unsubscribed from the newsletter.

The legal basis of the processing is consent

### **The personal data of recipients or eventual recipients**

Your personal data may be disclosed only for the aforementioned purposes, to the following categories of recipients:

- IT consulting company
- Public authorities in compliance with regulatory obligations

### **Duration of data retention**

The data supplied by you relating to the purpose referred to in point 1 will be kept for the time necessary to manage your request, after which it will be deleted and removed from our archives.

The data provided by you relating to the purpose referred to in point 2 will be kept for a period of 24 months, after which it will be deleted and removed from our archives.

**Rights of the Data Subject**

You, as an interested party, have the right to ask the data controller to access their personal data and to correct or delete them or limit or oppose their processing; it may also require data portability should it be necessary.

To exercise your rights, we have created a special e-mail box [privacy@amicoloano.com](mailto:privacy@amicoloano.com) .

Before we can divulge or change any information, you may need to verify your identity and answer a few questions. An answer will be provided as soon as possible.

**Right to lodge a claim**

In the event that you consider that your rights have still be affected, you can lodge a complaint with the Guarantor through the appropriate forms published on the website [www.garanteprivacy.it](http://www.garanteprivacy.it) .

**Revocation of consent to processing**

You are entitled at any time to withdraw your consent to the processing of your personal data by sending a request by e-mail to the e-mail address [privacy@amicoloano.com](mailto:privacy@amicoloano.com) .

In this case, you may need to verify your identity and answer some questions.

In any case, the revocation of your consent will not affect the lawfulness of the treatments performed before the revocation.

**Obligation or non-provision of data and consequences of non-conferment**

The provision of your data is mandatory with regard to the purpose referred to in point 1; any refusal to provide such data may result in your request being rejected.

Date,

Signature of the interested party/Inspector

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## MANIFESTATION OF THE CONSENT OF THE INTERESTED PARTY

The undersigned \_\_\_\_\_  
born in \_\_\_\_\_ on \_\_\_\_\_

### Hereby declares that

they have read the information on the processing of personal data made by AMICO & CO and express their consent to the processing of their personal data to send promotional messages and newsletters on offers.

- I give consent
- I refuse to give my consent

Date,

Signature of the interested party

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