

Information notice pursuant to and for the purposes of art. 13. of Reg. (EU) 2016/679

Dear Sir/Madam; To Companies

We wish to inform you that EU Reg. 2016/679 ("European Regulation on the protection of personal data") provides for the protection of persons and other subjects and for compliance with the processing of personal data. Pursuant to art. 13, therefore, we provide the following information:

**1. Purpose, legal basis of the processing for which the data are intended**

The processing of personal data supplied by you is aimed solely at fulfilling contractual obligations and specific requests, as well as complying with regulatory obligations, in particular accounting and fiscal requirements provided for production, trade and consulting.

**2. Modalities of the processing**

In relation to the aforementioned purposes, your data are processed electronically and manually. The processing operations are carried out in such a way as to guarantee the logical and physical security and confidentiality of your personal data.

**3. Legitimate interests pursued by the controller or third parties.**

The legitimate interests pursued by the controller in the processing of data are the compliance with and honouring of the contractual obligations signed between the parties.

**4. Nature of personal data**

Your personal data, processed during the performance of the service requested by you, will form the object of the processing.

**5. Mandatory and optional nature of the provision**

Your personal data are processed as follows:

- a) Those of a mandatory nature are processed without your consent, to fulfil pre-contractual, contractual and fiscal obligations; to fulfil the obligations established by law, by a regulation, by community legislation or by an order by an authority; to exercise the right of the controller, for example their right to defence in court.
- b) Data the provision of which is optional will be processed solely with your specific consent for marketing purposes, to send communications via fax/sms/commercial e-mails related to services and products.

**6. Scope of disclosure and dissemination of data**

Your data may be disclosed to:

- All parties whose right to access such data is recognised by virtue of regulatory provisions;
- Our collaborators and employees, as part of their duties;
- All those natural and/or legal persons, public and/or private when the disclosure is necessary or functional to the performance of our business and in the manner and for the purposes described above; for example: banks, insurance companies, auditing bodies, control bodies, debt collection companies, etc.

**7. Transferring personal data to a third country**

The data may be transferred outside the European Union.

**8. Method and duration of personal data retention**

Your personal data will be retained for the time strictly necessary. Specifically, fiscal and accounting data are kept for 10 years from the termination of the relationship; other data shall be retained for the time required by current legislation.

**9. Existence of an automated decision-making process:**

There is no automated decision-making process.

**10. Identification details of the controller**

The "CONTROLLER", pursuant to article 28 of the Code regarding the protection of personal data, is MCT ITALY SRL, with registered office in Bettona, at 105, via Perugia, 06084 BETTONA (PG) Tel. 075/988551 Email: mail@marcantonini.com in the person of the legal representative Mr. Carlo Marconi born in Campello sul Clitunno on 2/12/1945.

**11. Rights of the data subject**

**11.1 art. 15 (right of access), 16 (right of rectification) of Reg. (EU) 2016/679**

The data subject has the right to obtain from the controller confirmation as to whether or not personal data concerning him or her are being processed, and, where that is the case, access to the personal data and the information contained in this information notice.

**11.2 Right pursuant to art. 17 of Reg. (EU) 2016/679 - right to erasure ("Right to be forgotten")**

The data subject shall have the right to obtain from the controller the erasure of personal data concerning him or her without undue delay and the controller shall have the obligation to erase personal data without undue delay where one of the following grounds applies:

- a) The personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed;
- b) The data subject withdraws the consent on which the processing is based in accordance with art. 6, paragraph 1, letter a) or art. 9, paragraph 2, letter a), if there is no other legal basis for the processing;
- c) The data subject objects to the processing pursuant to art. 21, paragraph 1, and there is no legitimate overriding reason to proceed with the processing, or objects to the processing pursuant to art. 21, paragraph 2;
- d) The personal data have been processed unlawfully;
- e) The personal data must be erased to fulfil a legal obligation under Union or Member State law to which the controller is subject;
- f) The personal data have been collected in relation to the offer of information society services referred to in art. 8, paragraph 1 of Reg. (EU) 2016/679.

**11.3 Right pursuant to art. 18 Right to restriction of processing**

The data subject shall have the right to obtain from the controller restriction of processing where one of the following applies:

- a) the accuracy of the personal data is contested by the data subject, for a period enabling the controller to verify the accuracy of the personal data;
- b) the processing is unlawful and the data subject opposes the erasure of the personal data and requests the restriction of their use instead;
- c) the controller no longer needs the personal data for the purposes of the processing, but they are required by the data subject for the establishment, exercise or defence of legal claims;
- d) the data subject has objected to processing pursuant to article 21, paragraph 1, Reg. (EU) 2016/679 pending the verification whether the legitimate grounds of the controller override those of the data subject;

**11.4 Right pursuant to art. 20 Data portability**

The data subject shall have the right to receive the personal data concerning him or her, which he or she has provided to a controller, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller without hindrance from the controller to which the personal data have been provided.

If you would like more information on the processing of your personal data, or to exercise the rights referred to in paragraph 10 above, you can contact the following email address:

Before we can provide or change any information, as soon as possible, we may need to verify your identity and you may have to answer some personal questions about the data provided

**12. Withdrawal of consent to the processing**

The data subject has the right to withdraw consent at any time without prejudice to the lawfulness of the processing based on the consent given before withdrawal.

You have the right to withdraw your consent to the processing of your personal data by sending a certified email to the following email address: [iscardazza.mct@gmail.it](mailto:iscardazza.mct@gmail.it) accompanied by a photocopy of your identification document, with the following text: <<withdrawal of consent to the processing of all my personal data>>. At the end of this operation your personal data will be removed from the archives as soon as possible.

CONSENT

The undersigned \_\_\_\_\_ Data  
Controller Company name \_\_\_\_\_ in compliance with point  
5 letter b) marketing purposes

\* DENY CONSENT

\* CONSENT

Place \_\_\_\_\_ date

Signature of the data subject