

INFORMATION TO THE DATA SUBJECT ON THE PROCESSING OF PERSONAL DATA

Pursuant to Art. 13 of EU Reg. 2016/679

The company **SC MANAGEMENT S.R.L.** is the **data controller** of the data you provide and, through this document, wishes to make available to you detailed information regarding their use and protection.

Aims and legal bases

The personal data provided by you and acquired by the Controller will be processed to fulfil the obligations undertaken in the preliminary and final contract, as well as to perform all those activities related to the contract and imposed by law.

In particular, therefore, the data you provide will be used in accordance with Article 6(1)(b) and (c) of EU Regulation 2016/679, for the following purposes:

1. execution and handling of the request expressed in the contact form;
2. carrying out all activities related to the request, including administrative, accounting and/or tax activities;
3. fulfilment of specific obligations arising from laws, regulations and/or related orders of the Authority;
4. exercise the data controller's rights in court litigation.

Furthermore, after obtaining your consent during registration, your data will be processed for marketing purposes in order to receive updates and informative and promotional communications from the Controller. For your protection, we point out that the data requested from you are only those which are strictly necessary for the fulfilment of the present purposes, in compliance with the **principle of minimisation** as per Art. 5 par. 1, letter c), and that, therefore, failure to provide them can only result in the impossibility of carrying out what has been agreed upon.

Data processed

The data that we have requested from you and that will be processed for the above-mentioned purposes can be defined as:

- **Identifying data:** (surname, first name, reference company, address of actual residence/domicile);
- **Dati di contatto:** (e-mail address and fixed or mobile telephone number);
- **Object of the request**

Treatment modes

The processing will be carried out in both manual and computerised form, in compliance with the provisions of Article 32 of EU Regulation 2016/679, by the Data Controller or by specially appointed and appointed persons.

Pursuant to Article 4(2), it is specified that the processing may consist of any operation or set of operations such as collection, recording, storage, adaptation and modification, extraction, consultation, communication, restriction, erasure or destruction.

Conservation period

The Data Controller will keep your data for as long as it is necessary to fulfil your request and for **10 years** thereafter.

On the other hand, personal data acquired and used for marketing purposes will be processed until you request to unsubscribe from the service (or revoke your consent) and for a maximum period of two years.

Data Communication

In order to fulfil the purposes of this Notice and in the manner set out in the preceding paragraph, we may communicate your data to:

- Internal Revenue Service;
- Banks and credit institutions;
- Marketing companies;
- Public bodies and administrative apparatus of the P.A.;
- Judicial authorities;
- Other partner companies;

- To all those persons to whom communication is mandatory by law.

These subjects will process your data as autonomous data controllers.

The updated list of external Data Processors, on the other hand, is kept at the registered office of the Data Controller.

What your rights are and how to exercise them

As a data subject, you are granted the rights set out in Articles 15 to 22 of EU Regulation 2016/679, where applicable, which consist of:

- Access;
- Rectification;
- Deletion;
- Limitation;
- Complaint to a Regulatory Authority;

You may exercise these rights at any time by written communication to be sent to the company **SC MANAGEMENT S.r.l.**, Data Controller, with registered office in Milan Piazza Cinque Giornate, 1 - 20129 Milan (MI), e-mail address info@sc-management.it, PEC legal@pec.sc-management.it.