

**PRIVACY NOTICE ON THE PROCESSING OF PERSONAL DATA PURSUANT TO ARTICLES 13 AND 14 OF EU
REGULATION NO. 2016/679 ("GDPR")**

The company Marcolini Giuseppe s.r.l., with registered office at Via Repubblica 137, 25068 Sarezzo (BS), Tax Code 01460560178 and VAT Number 00628410987 (hereinafter the "Controller"), acting as data controller, hereby informs you, pursuant to Articles 13 and 14 of EU Regulation No. 2016/679 ("GDPR"), that your personal data will be processed in the manner and for the purposes set out below.

1. Subject Matter of the Processing and Source of Data

The Controller processes personal data, meaning common identifying business contact data (e.g. first name, last name, job title, company name, telephone number, business email address), relating to natural persons acting on behalf of clients, prospective clients or suppliers.

Such data may be collected:

- from the data subject's employing organisation, in the context of pre-contractual or contractual relationships;
- directly from the data subject, in the course of interactions and the management of the commercial relationship (e.g. meetings, communications, trade fairs, events).

The Controller may also obtain personal data from lawful **external sources**, including:

- public registers or publicly accessible sources (e.g. corporate websites, public registers, professional social networks);
- business contacts, trade fairs, events, information requests or referrals.

It is understood that any data obtained from public or publicly accessible sources is processed in compliance with applicable law and it **is not used for the sending of commercial or promotional communications without an appropriate legal basis**.

In all cases, personal data are processed in accordance with the principles of lawfulness, fairness and transparency as set out in Regulation (EU) 2016/679.

2. Purposes of Processing and Legal Bases

Your personal data are processed for the following purposes:

Contractual and Legal Purposes

- for the conclusion of contracts with your organisation as Client or Supplier, and to fulfil pre-contractual obligations, including the collection of preliminary information prior to entering into a contract (Article 6(1)(b) GDPR – performance of a contract and pre-contractual measures);
- to comply with obligations imposed by law, regulation, EU legislation or an order of a competent Authority (Article 6(1)(c) GDPR – compliance with a legal obligation);
- to exercise the Controller's rights, for example the right of defence in legal proceedings (Article 6(1)(f) GDPR – legitimate interest of the Controller).

Marketing Purposes

Where you have already purchased products or services from the Controller, we may send you, by email, commercial or marketing communications relating to similar products or services, subject to your right to object at any time (Article 130(4) of Legislative Decree No. 196/2003 and Article 6(1)(f) GDPR – legitimate interest of the Controller).

With respect to other marketing purposes, processing will only take place upon your specific and prior consent (Article 130 of Legislative Decree No. 196/2003 and Article 6(1)(a) and Article 7 GDPR).

3. Processing Methods and Retention Period

Your personal data will be processed through the operations referred to in Article 4(2) GDPR, and may be processed in both paper-based and electronic form.

The Controller will retain personal data:

- for the period necessary to fulfil contractual purposes, and in any event **no longer than 10 years** from the termination of the relationship;
- for soft spam purposes, until you exercise your right to object;
- for marketing purposes based on consent, until such consent is withdrawn or a request for removal from our mailing lists is received.

4. Access to Data

Your data may be made accessible, for the purposes referred to in Article 2 above, to:

- employees and collaborators of the Controller acting as authorised persons and/or internal system administrators;
- third-party companies or other entities (including, by way of example, professional firms, consultants, IT service providers, etc.) carrying out activities on behalf of the Controller in their capacity as data processors pursuant to Article 28 GDPR.

5. Disclosure of Data

Pursuant to Article 6(1)(b) and (c) GDPR, and therefore without the need for your express consent, the Controller may disclose your data for purposes arising from the contractual relationship to:

- judicial and/or administrative authorities, as well as to all parties to whom disclosure is required by law or by order of a competent Authority;
- third parties acting as independent data controllers, including, by way of example and without limitation, banking institutions, insurance companies or other operators involved in the management of payments, collections, insurance coverage or the provision of services related to the contractual relationship.

Such parties will process the data in their capacity as **independent data controllers**.

Your personal data will not be disclosed.

6. Data Transfers

Personal data may be transferred, for the purposes set out in this Notice and for archiving and storage purposes, both to countries within the European Union and to third countries outside the European Union.

In all cases, the Controller ensures that any transfer of personal data outside the EU will be carried out in compliance with Articles 44 et seq. GDPR and through the adoption of the safeguards required under applicable law.

7. Nature of Data Provision and Consequences of Refusal

The provision of data for contractual purposes is mandatory. In the absence thereof, we will be unable to ensure the performance of the contractual relationship.

The provision of data for marketing purposes is optional and does not affect the contractual relationship.

You retain the right in any case to object to soft spam communications free of charge.

8. Rights of the Data Subject

As a data subject, you may exercise at any time the rights provided for under Articles 15–22 GDPR, including the right to:

- obtain confirmation of the existence of your personal data and access thereto (right of access);
- request the rectification, updating or supplementation of your data;
- request the erasure of your data or the restriction of processing, in the cases provided for by law;
- object to processing, in whole or in part, on legitimate grounds and, in any event, where processing is carried out for direct marketing purposes;
- receive your data in a structured, commonly used and machine-readable format (right to data portability), where applicable.

You also retain the right to lodge a complaint with the Italian Data Protection Authority (*Garante per la protezione dei dati personali*) and, where applicable, to seek compensation for damages pursuant to Article 82 GDPR.

9. How to Exercise Your Rights

You may exercise your rights at any time by sending a registered letter with acknowledgement of receipt to MARCOLINI GIUSEPPE S.R.L., Via Repubblica 137, 25068 Sarezzo (BS), or by email to: amministrazione@marcolinisrl.com.

10. Controller and Data Processors

The Data Controller is MARCOLINI GIUSEPPE S.R.L., with registered office at Via Repubblica 137, 25068 Sarezzo (BS), Tax Code 01460560178 and VAT Number 00628410987. An updated list of data processors is kept at the registered office of the Data Controller.