

INFORMATION RELATING TO THE PROCESSING OF PERSONAL DATA
(EU REG. 2016/679)

Below we inform you how your personal data will be processed.

Data controller

The Data Controller is the company ACETI MACCHINE SNC, with headquarters in Via ai Dossi n.32, Bolgare, 24060, BG.

Why we process your data

We will use your personal data:

- For the provision of the requested service/product and to fulfill the related legal obligations for the following purposes:
 1. acquisition of information preliminary to the supply of the service/product (e.g. estimates);
 2. management of the supply of the service/product, invoicing and payment management;
 3. fulfillment of fiscal, accounting and legal and/or regulatory obligations that our company is bound by to respect;
- For the legitimate interest of the ACETI MACCHINE SNC company to protect company property, and for your interest in being protected while you are in our company for the following purpose:
 4. video shooting through a video surveillance system.

Necessity to provide your data

Your data is necessary for all the purposes indicated in points 1. 2. and 3.; it follows that, if you decide not to provide us with your data, we will not be able to guarantee the supply of the requested services/products.

The provision of data for the purposes referred to in point 4. (video surveillance) is optional, but in case of refusal, access to our office will be guaranteed.

How we process your data

The security of your data is guaranteed through the implementation of appropriate technical and organizational measures. We guarantee that your data will not be processed with automated decision-making processes.

How long we keep your data

Your data will be kept for the entire duration of the relationship and for a further 10 years after its conclusion.

For the purpose referred to in point 4. (video surveillance), the images will be kept for 72 hours.

To whom we communicate your data

Your data may be communicated to the following subjects:

- * employees and collaborators of the Data Controller, professional firms, consultants, IT service providers and other subjects external to our company that are carefully selected and punctually trained;
- * public bodies and administrations;
- * credit and financial institutions, insurance companies.

Some of the subjects listed above are appointed as Data Processors; the complete list of appointments is available at the headquarters of the Data Controller.

What are your rights

You may exercise your right of access, rectification, cancellation, limitation of the processing of your data at any time.

To exercise the aforementioned rights, you can contact us at the following addresses:

- *Address:* ACETI MACCHINE SNC. with headquarters in Via ai Dossi n.32, Bolgare, 24060, BG;
- *Telephone:* 035 843751;
- *Email:* info@aceti.com;
- *PEC:* pec@pec.aceti.com

You also have the right to lodge a complaint with the Personal Data Protection Authority (<https://www.garanteprivacy.it/>).

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