

INFORMATION CONCERNING THE HANDLING OF PERSONAL DATA
provided pursuant to and for the purposes of Art. 13 of the European General Data Protection
Regulation EU 2016/679 or GDPR

In accordance with applicable privacy laws (EU Regulations n. 679, 2016), we would like to take this opportunity to inform you that your personal information will be processed in an ethical and transparent manner, only for lawful purposes, and in a manner that safeguards your privacy and your rights.

According to the law, this treatment will be based on principles of fairness, legality and transparency and protection of your privacy and your rights.

According to Article 13 of the law. n.196 / 2003, therefore, we provide the following information:

Purposes for which the data are intended

- ⇒ The personal data provided will be stored, consulted and used in relation to what is strictly necessary for the purpose of carrying out the ordinary commercial / administrative / accounting activity of the Company.

Likewise, all the data communicated by the interested subjects, are treated exclusively for fulfillments connected to the economic activity of the company, in particular:

- ⇒ for insertion in the databases in the company computer / paper databases
- ⇒ for the issuance of invoices and credit notes
- ⇒ for the keeping of ordinary accounting and VAT
- ⇒ for the management of receipts and payments
- ⇒ to meet the obligations established by law, regulations, EU legislation, civil and tax regulations

Nature of the data and consequences of refusal to reply

- ⇒ Data will be processed using manual and automated systems to store, manage and transmit the data, with logic strictly related to the purposes, based on the data in our possession and with a commitment from you to immediately communicate any corrections, additions and / or updates.
- ⇒ As part of the treatments described, it is necessary to know and store information relating to personal data, fiscal code, VAT number and accounting data.

Any failure to communicate, or in any case incorrectly, one of the information indicated has emerging consequences:

- ⇒ The impossibility of the holder to guarantee the congruity of the treatment itself to the contractual agreements for which it is executed
- ⇒ The possible mismatch of the results of the processing itself with the obligations imposed by the fiscal, administrative or labor regulations to which it is addressed

Communication and dissemination of data

Your non-sensitive data may be disclosed in order to enable the fulfillment of contractual or legal obligations:

- to all those whose right of access to such data is recognized pursuant to regulatory provisions;
- to factoring companies, debt collection companies, credit insurance companies;
- to post offices, forwarder agents and couriers for sending documentation and / or material;
- to all those physical and / or legal, public and / or private (legal offices, administrative and fiscal, of the consultancy work for the compilation of payroll, judicial offices, Chambers of Commerce, Chambers and Offices of Labor, etc.), when the communication is necessary or functional to the performance of our activity and in the ways and for the purposes described above;
- banking institutes for the management of collections and payments deriving from the execution of contracts;
- to the accounting firm that takes care of keeping our accounts;

Data retention period

Your personal data, subject to processing for the purposes indicated above, will be kept for the duration of the contract and, subsequently, for the time of which the Organization is subject to conservation obligations for tax purposes or for other purposes, provided for by law or regulation.



La scelta più naturale

Identification details of the owner and manager

The data controller is **Mei srl**, in the person of its legal representative based in Via Italia 34, 31020 San Vendemiano (TV). The updated list of data processors and data processors is kept at the registered office of the data controller.

Exercisable Rights

In compliance with the provisions under Chapter III, Section I, GDPR, you may exercise the rights therein indicated. You may exercise such rights by means of registered letter to Mei srl, via Italia 34, 31020 San Vendemiano (Tv) or by e-mail to info@casamei.com